



Oak Creek Health Department
8040 S 6th Street
Oak Creek, WI 53154
(414) 766-7000

RETAIL FOOD ESTABLISHMENT PERMIT APPLICATION s. 97.30, Wis. Stats.

This form must be completed before a permit can be issued. Send the completed application and fee(s) in the form of check or money order payable to the **City of Oak Creek**. Incomplete applications cannot be processed. Type or print only. New establishments and remodel/modification applicants must include contact information for both the plan review and pre-inspection process.

Application is for: New Establishment Change in Ownership Remodel/Modification

*Individual **Partnership Limited Partnership (LP) Limited Liability Partnership (LLP) Cooperative
 Limited Liability Company (LLC) Corporation Other _____

COMPLETE SECTION BELOW:

| | |
|--|--|
| Establishment Name | Establishment Operator (Manager) Email |
| Establishment Street Address, City, State & Zip Code | Establishment Telephone () - |
| Legal Licensee (such as name of sole proprietor or partnership, or LLC, LLP, Inc.) | Legal Licensee Email |
| Licensee Street Address, City, State & Zip Code | Legal Licensee Telephone () - |
| Name of Agent for the Corporation/Operator (if applicable) | Intended Date of Opening for Business (mm/dd/yyyy) |

REASON FOR APPLICATION – Check one box below:

| | |
|---|--|
| <input type="checkbox"/> Original First date of Operation: _____ | <input type="checkbox"/> Amend License # _____ Reason and Date of Occurrence: _____ |
|---|--|

Oak Creek Retail Food Establishment Fees 2024

| Category | Retail Food Establishment Not Serving Meals | Fees | | | |
|----------------------------|---|--|---------|-------------------------|-----------------|
| | | Plan Review - SAN-4 | | Pre-inspection SAN-2 | Annual SAN-1 |
| | | New Construction | Remodel | | |
| A | Complex: Food Sales Greater Than \$500,000 | \$400 | \$240 | \$420 | \$1,105 |
| B | Complex: Food Sales Less Than \$500,000 | \$275 | \$165 | \$320 | \$600 |
| C | Moderate | \$300 | \$165 | \$310 | \$550 |
| D | Simple TCS Foods (Time/Temperature Control for Safety Foods) | \$150 | \$90 | \$200 | \$355 |
| E | Simple (Final Product is Non TCS) | \$89 | \$53 | \$130 | \$212 |
| F | Simple: Process TCS or Non TCS Foods, less than \$25,000 in sales | \$50 | \$50 | \$90 | \$170 |
| G | Prepackaged TCS | \$81 | \$49 | \$110 | \$160 |
| H | Micro Market | N/A | N/A | N/A | \$49 |
| J | Micro Market 2+ Same Building | N/A | N/A | N/A | \$71 |
| | Retail Food Establishment Serving Meals | | | | |
| K | Complex | \$400 | \$240 | \$350 | \$705 |
| L | Moderate | \$275 | \$165 | \$280 | \$550 |
| M | Simple TCS Foods | \$150 | \$90 | \$205 | \$390 |
| N | Prepackaged TCS (Time/Temperature Control for Safety Foods) | \$77 | \$46 | \$130 | \$260 |
| O | Mobile Retail Food Establishment Base (No Food Prep or Processing Activities) | N/A | N/A | N/A | \$60 |
| | All other base license fees are calculated on the risk category assignment in ATCP 75 Table A for the activity conducted at the base. | | | | |
| License fee \$ _____ | | <input type="checkbox"/> FIXED PERMANENT <input type="checkbox"/> MOBILE Enter unique mobile identification number: _____ | | | |
| Additional fee(s) \$ _____ | | | | | |
| Total amount paid \$ _____ | | | | | |

PLEASE READ CAREFULLY BEFORE SIGNING:
SIGNATURE OF AUTHORIZED REPRESENTATIVE

PRINT NAME

DATE

*TCS foods are products that require time/temperature control for safety to limit the growth of pathogenic microorganisms or toxin formation.