



Washington Ozaukee Public Health Department License Application

To receive a license, send the completed application and fee(s), check or money order, payable to **Ozaukee County**. You will be contacted to arrange a date to inspect and license the facility and/or Mobile Food Unit.

Note: Licenses are not transferable. A change of operator requires a pre-inspection and a new license

Application is for: ☐ **New Establishment** ☐ **Change in Ownership** ☐ **Mobile Food Service**

Establishment Name	County – Washington or Ozaukee (circle one)
Establishment Street Address, City, State and Zip Code	Establishment Telephone ()
Name of Operator	E-mail Address
Legal Licensee (such as name of sole proprietor, partnership, LLC, Corporation)	Legal Licensee Telephone ()
Licensee Street Address, City, State and Zip Code (if different than establishment address)	Intended Date of Opening
Name of Former Business or Operator (if applicable)	Mailing Address (circle one) Establishment or Licensee
Certified Food Manager Name and Certification ID Number	Certification Expiration Date

Check the appropriate license type for which you are applying:

RESTAURANT / RETAIL FOOD – ATP 75 & Appendix***

Retail Food- Serving Meals	Total Fees Due	Annual Fee	Pre-inspection
☐ Pre-packaged	\$290.00	\$160.00	\$130.00
☐ Simple	\$674.00	\$354.00	\$320.00
☐ Moderate	\$978.00	\$508.00	\$470.00
☐ Complex	\$1600.00	\$830.00	\$770.00
☐ Additional Kitchen (within establishment)	\$112.00		

*** To determine category see list of activities in ATP 75.08 or the sanitarian will review at the time of inspection.**

Retail Food- Not Serving Meals	Total Fees Due	Annual Fee	Pre-inspection
☐ Micro-Market	\$40.00	\$40.00	
☐ Micro-Market – Multiple in same location	\$60.00	\$60.00	
☐ Pre-packaged	\$161.50	\$119.00	\$42.50
☐ Simple Non – TCS	\$225.00	\$170.00	\$55.00
☐ Simple TCS	\$580.50	\$438.00	\$142.50
☐ Moderate	\$755.00	\$570.00	\$185.00
☐ Complex	\$1815.00	\$1370.00	\$445.00

- Wis. Stat. 97.67(5) and 97.605(1)(c) "No license may be issued until all applicable fees have been paid."
- Wis. Stat. 97.605(1)(a) "No person may conduct, maintain, manage or operate a hotel, restaurant, temporary restaurant, tourist rooming house, vending machine commissary or vending machine if the person has not been issued an annual license by the department or by a local health department that is granted agent status under s. 97.615(2)."
- Within 30 days after receiving a complete application for a permit, the department shall approve the application and issue a license or deny the application. If the application for a license is denied, the department shall give the applicant reasons, in writing, for the denial.

A license shall not be issued to an operator without prior inspection.

To obtain a copy of the code that regulates your license, search online for ATP 75. Contact our Department if you cannot access the codes

TOTAL AMOUNT ENCLOSED: \$ _____

Your signature below will acknowledge that you have received a copy of the code or information as to where to obtain a copy and will comply with all applicable Wisconsin Administrative Codes.

Signature – Applicant: _____

Date Signed: _____

Please speak with someone from our Environmental Health team before submitting payment for a new application.

Return this application and check or money order payable to **Ozaukee County** to: Washington Ozaukee Public Health Department
 333 E Washington St, PO BOX 2003, West Bend, WI 53095 OR 121 W Main St, Room 246, Port Washington, WI 53074
 Phone: 262-335-4462 or 262-284-8170 Fax: 262-335-4463