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Oak Creek Health Department
8640 S Howell Ave.
P.O. Box 27
Oak Creek, WI 53154
(414) 768-6525
(414) 768-5866 Fax

PLEASE TYPE OR PRINT
Submit check payable to ***City of Oak Creek*** with application to address at left

OFFICE USE ONLY
LIC. NO.
DATE ISSUED
EXPIRES
FEE PAID
ACCOUNT CODE

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

LEGAL ENTITY – Check one box below:

☐ *Individual ☐ **Partnership ☐ Limited Partnership (LP) ☐ Limited Liability Partnership (LLP)
☐ Cooperative ☐ Limited Liability Company (LLC) ☐ Corporation ☐ Other _____
*Requires completion of separate social security number form **Requires evidence of a formal legal agreement

Complete section below:

LEGAL NAME OF INDIVIDUAL, PARTNERSHIP, LLC, OR OTHER (See other entity types above)	TRADE NAME (d/b/a or "doing business as")
MAILING ADDRESS	BUSINESS LOCATION (if different from mailing address)
CITY STATE ZIP CODE	CITY STATE ZIP CODE
NAME OF CONTACT TITLE	COUNTY TOWN
CONTACT PHONE NUMBER & FAX NUMBER E-MAIL (if available)	BUSINESS PHONE NUMBER E-MAIL (if available)
INDICATE STATE WHERE BUSINESS WAS FORMED:	

REASON FOR APPLICATION – Check one box below:

☐ Original First date of Operation:	☐ Amend License # _____ Reason and Date of Occurrence:	☐ Renewal License #:

BUSINESS DESCRIPTION – Check box A or B:

☐ A. DOES NOT ENGAGE IN FOOD PROCESSING. Sells only prepackaged, potentially hazardous foods (foods that require cooling or freezing).
☐ B. PROCESSING FOOD AT RETAIL – Complete questions 1 - 3.
1. Do you intend to process potentially hazardous foods? ☐ YES ☐ NO
2. Annual dollar volume $ _____ – Enter total gross retail food sales at this location during the last 12 months (if not operating that long, estimate sales for 12 months).
3. Check all PROCESSING OPERATIONS (listed below) that this establishment will be conducting during the coming license year:

☐ Bakery	☐ Cooking	☐ Ice Making	☐ Packing/Packaging	☐ Seafood Dept.
☐ Hot/Cold Beverages	☐ Delicatessen	☐ Limited Processor	☐ Popping Corn	☐ Shell Egg
☐ Bottling	☐ Freezing	☐ Meat Cutting	☐ Produce Processing	☐ Smoking/Curing
☐ Catering	☐ Grinding	☐ Meat Distributor	☐ Restaurant	☐ Vacuum Packaging
☐ Confectionary	☐ Ice Cream/Soft Serve	☐ Mixing	☐ Salvage	☐ Wild Game

License fee $_____
Additional fee(s) $_____
Total amount paid $_____ Check number _____

☐ FIXED PERMANENT
☐ MOBILE Enter unique mobile identification number:

PLEASE READ CAREFULLY BEFORE SIGNING:

SIGNATURE OF AUTHORIZED REPRESENTATIVE	TITLE	DATE

Oak Creek Retail Food Establishment Fees 2011/2012

Category	Retail Food Establishment Type	Annual Fee	Pre-inspection Fee	Re-inspection Fee
1a	Food sales of at least $1 million or more, and processes potentially hazardous food	$698	$261	$148
2b	Food sales at least $25,000, but less than $1 million, and processes potentially hazardous food	$374	$232	$148
3c	Food sales at least $25,000 or more, and DOES NOT process potentially hazardous food	$338	$204	$134
4d	Food sales less than $25,000, and processes potentially hazardous food	$297	$190	$134
5e	Food sales less than $25,000	$268	$176	$120

Potentially hazardous foods are products such as, but not limited to: meat, poultry, fish, melons and cooked potatoes, rice, carrots or onions

Processing includes activities such as, but not limited to: slicing, dicing, grinding chopping, cutting or reducing food in size