

## **Jefferson County/City of Watertown Environmental Health Additional Permit Application Information for Licensed Establishments**

Information requested on this application must be provided to obtain an establishment license. The department shall either approve the application and issue a permit or deny the application within **30 days** after receiving a complete application. If the application for a permit is denied, the department shall give the applicant reasons, in writing, for the denial. Missing information may delay the issuance of your license.

Personal information you provide may be used for purposes other than that which it was collected (s. 15.04(1)(m), Wis. Stats). Operating without a license is a violation of Wisconsin Law. If you have been operating without a license, you will be required to pay a surcharge in addition to the license fee. Licenses are not transferable between persons or locations. Licenses expire annually on June 30. The license fee *is not* prorated for partial license years. After April 1<sup>st</sup>, new facilities will be issued a 15 month license. A permit shall not be issued to an operator without prior inspection. The department may inspect premises at any reasonable time.

**Chapter 254.47 (5) and 254.64 (1)(c), Stats.** “No permit may be issued until all applicable fees have been paid.”

**Chapter 254.47 (1), Stats.** “No person...who has not been issued a permit under this section may conduct, maintain, manage or operate a campground and camping resort, recreational camp and educational camp or public swimming pool, as defined by department rule.”

**Chapter 254.64 (1)(a), Stats.** “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 permit by the department or by a local health department that is granted agent status under s. 254.69 (2).”

**Chapter 254.47 (4) and 254.64 (5), Stats.** Permits released April 1 and after, expire June 30 of the following year (except Body Art and Bed & Breakfast establishments).

### **Health Codes and Regulations:**

<http://dhs.wisconsin.gov/fsrl/codes/index.htm> for:

- Food
- Lodging
- Recreation (swimming pools, campgrounds, and recreational and educational camps)
- Body Art

### **Food Safety Courses:**

[www.servsafe.com/onlinetrain](http://www.servsafe.com/onlinetrain) or 1-800-737-8723

[www.wirestraurant.org](http://www.wirestraurant.org) or 1800-589-3211

[www.TLW.org](http://www.TLW.org) or 1-800-445-9221

### **Agriculture Codes and Regulations:**

ATCP 75 -

<http://www.legis.state.wi.us/rsb/code/atcp/atcp075.pdf>

Appendix-

[http://www.legis.state.wi.us/rsb/code/atcp/atcp075\\_app.pdf](http://www.legis.state.wi.us/rsb/code/atcp/atcp075_app.pdf)