

Buffalo County Health Department
 407 South Second Street
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 www.buffalocounty.com/331/Public-Health

Buffalo County Health Department
Prevent. Promote. Protect.

LICENSE APPLICATION – VENDING OPERATORS

Wis. Stat. § 97.30

ESTABLISHMENT/DBA INFORMATION:

ESTABLISHMENT NAME:		COUNTY:	
ESTABLISHMENT STREET ADDRESS:		CITY:	STATE: ZIP:
EMAIL ADDRESS:		ESTABLISHMENT PHONE: () -	

LEGAL ENTITY INFORMATION – CHECK ONE

<input type="checkbox"/> Individual	<input type="checkbox"/> Married Couple	<input type="checkbox"/> Limited Liability Company (LLC)	<input type="checkbox"/> Limited Liability Partnership (LLP)	<input type="checkbox"/> Corporation
<input type="checkbox"/> Cooperative	<input type="checkbox"/> Partnership	<input type="checkbox"/> Limited Partnership (LP)	In what state is your entity registered?	
LEGAL ENTITY (such as name of sole proprietor, partnership, LLC, LLP, or Inc.):			COUNTY:	
LEGAL ENTITY MAILING ADDRESS:			CITY:	STATE: ZIP:
EMAIL ADDRESS:			LEGAL ENTITY PHONE: () -	

CONTACT INFORMATION

CONTACT PERSON:	TITLE:	PHONE: () -	EMAIL ADDRESS:
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COMMISSARY CONTACT INFORMATION – Choose One Option Below

<input type="checkbox"/> WI Food Processing Plant	<input type="checkbox"/> WI Food Warehouse	<input type="checkbox"/> WI Retail Food Establishment	<input type="checkbox"/> Other
WI LICENSE NUMBER:	COMMISSARY ADDRESS:	CITY:	STATE: ZIP:

LICENSE FEES – ALL FEES MUST BE PAID BEFORE LICENSING

Vending Machine Operator = \$125	Vending Machine Licenses = \$9.00 per machine
Operator Fee \$125 + (\$9 per machine x number of machines) = Total Fee	

PLEASE READ CAREFULLY BEFORE SIGNING

Information requested on this application must be provided to obtain a retail food establishment license. Personal information you provide may be used for purposes other than that for which it was originally collected (*Wis. Stat. § 15.04(1) (m).*) Operating without a license is a violation of Wisconsin Law. If you have been operating without a license, you will be required to pay an operating without a license fee in addition to the license fee. Licenses are not transferable between persons or locations. Licenses expire annually on June 30th; unless issued after April 1st, which will expire on June 30th of the following year. The license fee is not prorated for partial license years. The Department may inspect premises at any reasonable time. Missing information may delay the issuance of your license. You are not licensed to operate until the department conducts an inspection. The undersigned hereby certifies that this is a true, complete and accurate application for the Retail Food Establishment license under *Wis. Stat. § 97.30*.

SIGNATURE – APPLICANT:	DATE:	CHECK NUMBER:
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Within **30 days** after receiving a complete application for a license, the department or its agent shall either approve the application and issue a license or deny the application. If the application for a license is denied, the department or its agent shall give the applicant reasons, in writing, for the denial. A license shall not be issued to an operator without prior inspection.

Please mail completed application and payment to: Buffalo County Health Department 407 S 2nd St. Alma, WI 54610

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