

# 2017 Licensing Handout

## Obtaining a License:

- If your cart will be operating in the city of Eau Claire and/or if your base is located in the city contact the City Licensing Specialist at 715-839-4923
- If your cart will only be operating in Eau Claire County or if your base is in Eau Claire County contact the Eau Claire City-County Health Department at 715-839-4718

## City of Eau Claire Licensing:

- All mobile carts that are operating in City of Eau Claire must obtain a City Restaurant License \$120
- If your base is located in City of Eau Claire you must obtain a City Restaurant Limited or City Restaurant A License \$62-\$120

**\*Total cost for City Restaurant and City Rest. Limited = \$182-\$240**

- Additional licenses from the City of Eau Claire are (see handouts for more info):
  - City side walk license: \$161
  - City Streets & Parks: \$250

## City of Altoona Licensing:

- See link below for information on operating you mobile food establishment in the City of Altoona
- [http://www.ci.altoona.wi.us/webfiles/fnito/ols/documents/mobile\\_food\\_vendor\\_license\\_application.pdf](http://www.ci.altoona.wi.us/webfiles/fnito/ols/documents/mobile_food_vendor_license_application.pdf)
- Contact Altoona City Clerk at 715-839-6092 for more information

## Health Department Licensing

\*Licensing can vary depending on your menu and cart/base activities

### Push Cart/Open Air (prepackaged):

- Cart: Retail Mobile License
- Base: May not required at this time

#### \*Costs:

**Cart:** Retail Mobile: \$200

**Base:** N/A

One time fees:

Plan Review: N/A

Pre-inspection: N/A

**\*Total License Fees 1<sup>st</sup> Year: \$200**

### All Other Carts:

- Cart: Restaurant A License
- Base: Restaurant Limited or Restaurant A License

#### \*Costs:

**Cart:** Health Department Restaurant A = \$668

One time fees:

Plan Review: \$334

Pre-inspection: \$334

Total one time fees = \$668

Cart License 1<sup>st</sup> year: **\$1336**

**Base:** Health Dept Rest. Limited or A = \$284-\$668

One time fees:

Pre-inspection: \$142-\$334

Total one time fees = \$142-\$334

Base License 1<sup>st</sup> year: **\$426-\$1002**

**\*Total License Fees 1<sup>st</sup> year: \$1762-2338**

## Total License Fee's 1<sup>st</sup> Year:

**\*Health Department and City: \$1944-\$2578**

^most common type of mobile food establishment and base licensed

## State Mobile Licensing:

- Must get state license if you are planning on operating in more than one country
- See the Department of Agriculture, Trade, and Consumer Protection (DATCP) [website](#) for more information
- Estimated cost of state cart license:
  - License Fee: \$330
  - Pre-inspection fee: \$470
  - **Estimated Total 1<sup>st</sup> year: \$800\***
  - Contact DATCP at 608-224-4923 for more information
- If operating mobile food cart in the City of Eau Claire you will need a City Restaurant License \$120
- May still license base in Eau Claire City or County
  - See fees for bases above
- If base will be in a different county you should contact that counties Health Department



Eau Claire City-County  
Health Department