

Food Safety and Recreational License Fee Structure

Fee Schedule Overview

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- All fees listed are effective beginning April 1, 2026.
- Licenses expire annually on June 30. Licenses issued between April 1 and June 30 will remain valid until June 30 of the following year.
- Pre-license inspections will not be conducted until the annual permit and pre-license inspection fees have been paid in full.
- In most cases, annual license and pre-license inspection fees are determined by a risk rating assessment. Please refer to the relevant administrative code or contact EOH@FPM.wisc.edu for more details on how risk ratings are calculated.

General Fees Applicable to All Facility Types*	
Fee Type	Cost
Late Fee	20% of Fee Invoiced**
Operating Without a License	\$749.00
Operating without a Certified Food Protection Manager	\$150.00
1st Reinspection or Administrative Follow-Up	\$0
Additional Reinspection(s) or Administrative Follow-Up(s)	\$350.00
Special Condition Inspection	\$175.00

*Certain facilities may be exempt from these fees as specified in applicable administrative codes. If a specific fee is not listed in this document, EH&S will apply the fee amount outlined in the relevant administrative code.

** A late fee of 20% of the original fee will be assessed for payments received after the fee deadline:

- Annual Permit: June 30th of each year
- All other fee(s): 30 days from receipt of invoice
- Transient retail food establishment *annual licenses* are exempt from late fees; however, operations must obtain approval from EH&S and have a license from EH&S, WI-DATCP, or an authorized Wisconsin agent before operating on campus.

Retail Food Establishment–Serving Meals

Includes mobile retail food establishment – serving meals

Administrative Code: ATCP 75

Establishment Type	Risk Rating Points	Annual License	Pre-Inspection
Retail Food Serving Meals / Prepackaged	N/A	\$126.00	\$227.00
Retail Food Serving Meals Mobile Service Base No Food Prep	N/A	\$126.00	\$227.00
Retail Food Serving Meals / Simple	0-2.5	\$276.00	\$497.00
Retail Food Serving Meals / Moderate	2.75-4.5	\$396.00	\$713.00
Retail Food Serving Meals / Complex	4.75+	\$822.00	\$1,480.00

Retail Food Establishment–Not Serving Meals

Includes mobile retail food establishment – not serving meals

Administrative Code: ATCP 75

Establishment Type	Risk Rating Points	Annual License	Pre-Inspection
Retail Food Not Serving Meals / Prepackaged	N/A	\$126.00	\$227.00
Retail Food Not Serving Meals Mobile Retail Base No Food Prep	N/A	\$126.00	\$227.00
Retail Food Not Serving Meals / Simple / No PHF	0-2.5	\$126.00	\$227.00
Retail Food Not Serving Meals / Simple	0-2.5	\$276.00	\$497.00
Retail Food Not Serving Meals / Moderate	2.75-4.5	\$396.00	\$713.00
Retail Food Not Serving Meals / Complex	4.75+	\$822.00	\$1,480.00
Micro-Market 1 unit	N/A	\$40.00	N/A
Micro-Market 2+ units	N/A	\$60.00	N/A

Retail food establishment–Transient

Administrative Code: ATCP 75

Establishment Type	Risk Rating Points	Annual License	Pre-Inspection
TCS Foods	N/A	\$204.00	N/A
Non-TCS Foods	N/A	\$90.00	N/A
Prepackaged TCS Only	N/A	\$54.00	N/A

Public Pools & Water Attractions

Administrative Code: ATCP 76

Establishment Type	Risk Rating Points	Annual License	Pre-Inspection
Pools – Simple	0-2	\$249.60	\$449.00
Pools – Simple w/Features	0-2	\$414.00	\$745.00
Pools – Moderate	3	\$374.40	\$674.00
Pools – Moderate w/Features	3	\$540.00	\$972.00
Pools – Complex	≥ 3.5	\$468.00	\$842.00
Pools – Complex w/Features	≥ 3.5	\$632.40	\$1,138.00

Recreational Education Camps

Administrative Code: ATCP 78

Establishment Type	Risk Rating Points	Annual License	Pre-Inspection
Recreational/Educational Camp – Simple	0-5	\$612.00	\$1,102.00
Recreational/Educational Camp – Simple w/Hospitality	0-5	\$674.40	\$1,214.00
Recreational/Educational Camp – Moderate	6-10	\$666.00	\$1,199.00
Recreational/Educational Camp – Moderate w/Hospitality	6-10	\$793.20	\$1,428.00
Recreational/Educational Camp – Complex	11+	\$711.60	\$1,281.00
Recreational/Educational Camp – Complex w/Hospitality	11+	\$892.80	\$1,607.00

Hotels & Motels

Administrative Code: ATCP 72; Rooms are based on individually keyed units

Establishment Type (# Individually Keyed Units)	Annual License	Pre-Inspection
5 to 30	\$300.00	\$540.00
31 to 99	\$540.00	\$972.00
100 to 249	\$660.00	\$1188.00
250 to 499	\$780.00	\$1404.00
500 to 749	\$900.00	\$1620.00
750 to 1000	\$1020.00	\$1836.00
1000+	\$1140.00	\$2052.00

Tourist Rooming Houses

Administrative Code: ATCP 72; Lodging unit is based on individually keyed units

Establishment Type (# Individually Keyed Units)	Annual License	Pre-Inspection
1	\$355.00	\$639.00
2 to 4	\$540.00	\$972.00
5 to 9	\$660.00	\$1188.00
10 to 19	\$720.00	\$1296.00
20 to 39	\$840.00	\$1512.00
40 to 99	\$960.00	\$1728.00
100 to 299	\$1080.00	\$1944.00
300 to 599	\$1200.00	\$2160.00
600+	\$1320.00	\$2376.00

Specialty Lodging

Administrative Code: ATCP 72; Lodging unit is based on individually keyed units

Establishment Type (# Individually Keyed Units)	Annual License	Pre-Inspection
1	\$355.00	\$639.00
2 to 4	\$540.00	\$972.00
5 to 9	\$660.00	\$1188.00
10 to 19	\$720.00	\$1296.00
20 to 39	\$840.00	\$1512.00
40 to 90	\$960.00	\$1728.00

Campgrounds

Administrative Code: ATCP 79

Establishments	Annual License	Pre-Inspection
Campground (1-25 sites) (RC1)	\$210.00	\$378.00
Campground (26-50 sites) (RC2)	\$300.00	\$540.00
Campground (51-100 sites) (RC3)	\$366.00	\$659.00
Campground (101-199 sites) (RC4)	\$426.00	\$767.00
Campground (200+ sites) (RC5)	\$492.00	\$886.00
Special Event Campground (1-25 sites) (RT1)	\$210.00	N/A
Special Event Campground (26-50 sites) (RT2)	\$300.00	N/A
Special Event Campground (51-100 sites) (RT3)	\$366.00	N/A
Special Event Campground (101-199 sites) (RT4)	\$426.00	N/A
Special Event Campground (200+ sites) (RT5)	\$492.00	N/A