

**Appleton Health Department
100 North Appleton Street
Appleton, WI 54911-4799
(920) 832-6429 ((920) 832-5853 Fax**

Appleton Health Department Nonprofit food service program

As of July 1, 2017, nonprofit organizations such as youth groups, churches and service clubs, which occasionally prepare, serve or sell food to the public will no longer be required to obtain a "Nonprofit Certificate of Food Safety Training" from the Appleton Health Department. Occasional is defined as fewer than 4 days/events in a 12 month period. This is due to a change initiated by the Department of Agriculture, Trade and Consumer protection, of which we are an Agent.

Although a certificate is no longer required, the Appleton Health Department encourages organizers to follow the safe food handling practices as described in the Nonprofit Foodstand Guidelines, available on our website:

<http://www.appleton.org/residents/health/environmental-health/forms-documents>.

When is a Temporary Restaurant License Required?

Organizations such as youth groups, churches and service clubs (non-profit) that prepare, serve, or sell food to the public 4 days or more during a 12 month period in the City of Appleton need to obtain a Temporary Restaurant license. The license allows organizations to prepare, serve or sell food at events or celebrations within the City of Appleton. Service or sales are limited to 14 days for each event or celebration, but the organization can participate in multiple events or celebrations throughout the City of Appleton during that 12 month period. The Temporary Restaurant license expires annually on June 30.

Who to Contact with Additional Questions?

Appleton Health Department:

Phone: (920) 832-6429

Email: <https://www.appleton.org/residents/health/contact-us>