

License Fee Schedule for New Applications

Type of License	Fee for license year	Application Form(s)	Inspections Needed	Notes
Liquor/Beer Licenses				
Beer, Class "A"	\$300.00	Liquor License Application Packet	Health • Fire • Building • Zoning Police Background Check	Prorated \$25 per month plus \$20 publication fee. Requires appearance before ALRC and Common Council approval.
Beer, Class "A" – Grocery/Drug (No Liquor License at this premise)	425.00	Liquor License Application Packet	Health • Fire • Building • Zoning Police Background Check	Prorated \$35.42 per month plus \$20 publication fee. Requires appearance before ALRC and Common Council approval.
Beer, Class "B"	100.00	Liquor License Application Packet	Health • Fire • Building • Zoning Police Background Check	Prorated \$8.33 per month plus \$20 publication fee. Requires appearance before ALRC and Common Council approval.
Beer, Wholesale	25.00	Liquor License Application Packet	Health • Fire • Building • Zoning Police Background Check	Plus \$20 publication fee. Requires appearance before ALRC and Common Council approval.
Liquor, "Class A"	500.00	Liquor License Application Packet	Health • Fire • Building • Zoning Police Background Check	Prorated \$41.67 per month plus \$20 publication fee. Requires appearance before ALRC and Common Council approval.
Liquor & Beer, "Class B"	600.00	Liquor License Application Packet	Health • Fire • Building • Zoning Police Background Check	Prorated \$50 per month plus \$20 publication fee. Requires ALRC appearance and Council approval. Must qualify as a restaurant, with over 50% of sales from food.
Wine, Class "C"	100.00	Liquor License Application Packet	Health • Fire • Building • Zoning Police Background Check	Prorated \$8.33 per month plus \$20 publication fee. Requires appearance before ALRC and Common Council approval.
Class "B" Reserve Fee	10,000.00	Economic Development Grant Application		Applicable when Reserve Licenses are issued, economic development grant issued 4 weeks after payment. However, the city is currently issuing Grandfathered Licenses.
Transfer of Location (Not available for Reserve Licenses)	10.00	Retail License Transfer & Supplemental Form	Health • Fire • Building • Zoning	Plus \$20 publication fee, appearance before ALRC and Common Council approval.
Adult Entertainment				
Adult Entertainment Tavern	1000.00	Adult Entertainment Ap.	Building • Zoning • Police	Requires appearance before ALRC and Common Council approval.
Adult Entertainment	1000.00	Adult Entertainment Ap.	Health • Building • Zoning • Police	
Amusement Device				
1 Amusement Device/Pool Table	50.00	General Application		
2-3 Amusement Devices	100.00			
4-6 Amusement Devices	200.00			
7-10 Amusement Devices	350.00			
11-20 Amusement Devices	550.00			
21-30 Amusement Devices	1050.00			
31-44 Amusement Devices	1550.00			
45+ Amusement Devices	2250.00			
Bed & Breakfast				
Bed & Breakfast	451.50	General Application & Room Tax Packet	Health • Building • Zoning	Fee includes the pre-inspection fee. Room tax required.

Bicycle Dealer				
Bicycle Dealer	100.00	General Application		Required of all businesses selling three or more bicycles a year.
Center for Visual & Performing Arts				
Center for Visual & Performing Arts	250.00	Visual & Performing Arts Ap + Security Plan	Police	“Class B” License Holders (capacity of 100+) offering live entertainment for patrons ages 18+. Requires appearance before the ALRC and Common Council approval.
Cigarette/Tobacco Products				
Over the Counter	100.00	General Application		
Vending Machine	100.00	General Application		
Close Out Sale				
15 Day Close Out Sale	50.00*	Close Out Sale Application		*plus a fee of \$1 for every \$1,000 in inventory. Advance Personal Property Tax must be paid prior to issuance of license.
30 Day Close Out Sale	100.00*			
60 Day Close Out Sale	200.00*			
Discharge of Non-Storm Water				
Initial Pre-Inspection Fee	25.00	General Application	Health	
Up to 50,000 Gallons	125.00	General Application		
50,001 to 100,000 Gallons	150.00			
100,001 to 1,000,000 Gallons	200.00			
1,000,001 to 100,000,000 Gallons	700.00			
Greater than 100,000,000 Gallons	1200.00			
Fire Licenses				
Aerosol Products	100.00	Fire Dept. Application	Fire	
Amusement Buildings	100.00			
Aviation Facility	100.00			
Battery System	100.00			
Cellulose Nitrate Film	100.00			
Combustible Dust-Producing Operation	100.00			
Combustible Fibers	100.00			
Compressed Gases	100.00			
Covered Mall	100.00			
Cryogenic Fluid	100.00			
Cutting and Welding	100.00			
Dry Cleaning Plant	100.00			
Explosive (Blasting)	100.00			
Fire Extinguisher Maintenance	100.00			
Flammable & Combustible Liquids	100.00			
Floor Finishing	100.00			
Hazardous Materials	100.00			
Hazardous Production Material Facilities	100.00			
High-Pile Storage	100.00			
Lumber Yards & Wood Working Plants	100.00			

Fire Licenses Continued				
Magnesium	100.00	Fire Dept. Application	Fire	Insurance Required
Open Burning	50.00			
Organic Coating	100.00			
Places of Assembly	100.00			
Pyrotechnic Special Effects	250/event			
Pyroxylin Plastics	100.00			
Repair and Service Garages	100.00			
Retail Sales of Fireworks	100.00			
Spraying or Dipping	100.00			
Storage of Scrap Tires & Tire	100.00			
Byproducts	100.00			
Temporary Membrane Structure	100.00			
Waste Handling	100.00			
Wood Products	100.00			
Food & Drink				
Annual Gross Sales \$0-10,000		Food & Drink Application	Health • Fire • Building • Zoning	<p>Fee based on gross sales for one full year for food, drink and non-alcoholic beverages. Fee includes the pre-inspection fee.</p> <p>Simple – Meals prepared when food is ordered, limited food preparation (mixing pre-packaged foods)</p> <p>Moderate – Raw food handled, salad/food buffet, drive through, delivery, food cooled or reheated, unlimited food preparation. Most common, set as default in licensing.</p> <p>Complex – All of the above</p>
<i>Simple</i>	539.80			
<i>Moderate</i>	546.00			
<i>Complex</i>	554.00			
Annual Gross Sales 10,001-100,000				
<i>Simple</i>	754.80			
<i>Moderate</i>	761.00			
<i>Complex</i>	769.00			
Annual Gross Sales 100,001-250,000				
<i>Simple</i>	864.80			
<i>Moderate</i>	871.00			
<i>Complex</i>	879.00			
Annual Gross Sales 250,001-1,000,000				
<i>Simple</i>	1,064.80			
<i>Moderate</i>	1,071.00			
<i>Complex</i>	1,079.00			
Annual Gross Sales 1,000,001-5,000,000				
<i>Simple</i>	1,229.80			
<i>Moderate</i>	1,236.00			
<i>Complex</i>	1,244.00			
Annual Gross Sales ≥ 5,000,001				
<i>Simple</i>	1,324.80			
<i>Moderate</i>	1,331.00			
<i>Complex</i>	1,339.00			

Retail Food & Drink							
\$0 to \$10,000 in sales							
No food processing	528.70						
Food processing	530.00						
\$10,001-\$100,000							
No food processing	743.70						
Food processing/non-hazardous	755.60						
Processing potentially hazardous foods	761.80						
\$100,001-\$250,000							
No food processing	853.70						
Food processing/non-hazardous	865.60						
Processing potentially hazardous foods	871.80						
\$250,001-\$1,000,000							
No food processing	1,053.70	Food & Drink Application	Health	Fee includes pre-inspection fee. Each individual taking money from patrons must obtain a Street Vendor permit.			
Food processing/non-hazardous	1,065.60						
Processing potentially hazardous foods	1,071.80						
\$1,000,001-\$5,000,000							
No food processing	1,218.70						
Food processing/non-hazardous	1,230.60						
Processing potentially hazardous foods	1,271.20						
>\$5,000,000							
No food processing	1,313.70						
Food processing/non-hazardous	1,325.60						
Processing potentially hazardous foods	1,366.20						
High Density Vending							
Camp Randall	475.00				Application forms are obtained from Street Vending Coordinator Warren Hansen (261-9171).	Risk Manager Street Vending Coordinator	Street Vendor permit required. Sites assigned by Street Vending Coordinator. Insurance, photograph of primary vendor, and State Seller's Permit Number required at time of application. A monthly Langdon Street license costs \$500/month. A monthly Craft Vendor license costs \$100/month. Licenses expire April 14.
Langdon Street	900.00						
Mall Craft– Saturday Site Reservation	50.00						
Mall Craft - Weekday Site Reservation	50.00						
Mall Craft Vendor	400.00						
Mall Food Vendor	800.00						
Hotel/Motel							
1 – 30 rooms	552.40	General Application plus Room Tax Packet	Health • Fire • Building • Zoning	Fee includes the pre-inspection fee. Room tax required.			
31 – 99 rooms	639.00						
100 – 199 rooms	765.00						
200 or more rooms	820.00						
Merchant Vendor							
Merchant Vendor	150.00	Merchant Vendor Ap	Risk Manager • Vending Coordinator	Insurance and State Seller's Permit Number required at time of application.			

Mobile Base & Cart (Food & Drink)					
Mobile Base	Simple	549.80	Food & Drink Application	Health	Fee includes pre-inspection fee. Each individual taking money from patrons must obtain a Street Vendor permit.
	Moderate	546.00			
	Complex	554.00			
Mobile Cart (up to \$10,000 in sales)	Simple	539.80			
	Moderate	546.00			
	Complex	554.00			
Mobile Cart (\$10,001-\$100,000)	Simple	754.80			
	Moderate	761.00			
	Complex	769.00			
Mobile Cart (\$100,001-\$250,000)	Simple	864.80			
	Moderate	871.00			
	Complex	879.00			
					Simple – Meals prepared when food is ordered, limited food preparation (mixing pre-packaged foods)
					Moderate – Raw food handled, salad/food buffet, drive through, delivery, food cooled or reheated, unlimited food preparation. Most common, set as default in licensing.
					Complex – All of the above and also transport of food, banquet facilities.
Retail Mobile Base & Cart (Food & Drink)					
Mobile Base	No food processing	528.70	Food & Drink Application	Health	Fee includes pre-inspection fee. Each individual taking money from patrons must obtain a Street Vendor permit.
	Food processing	530.00			
Mobile Cart (up to \$10,000 in sales)	No food processing	528.70			
	Food processing	530.00			
Mobile Cart (\$10,001-\$100,000)	No food processing				
	Food processing/non-hazardous	743.70			
	Processing potentially hazardous foods	755.60			
Mobile Cart (\$100,001-\$250,000)	No food processing	761.80			
	Food processing/non-hazardous	853.70			
	Processing potentially hazardous foods	865.60			
		871.80			
Mobile Home Court					
1-20 Spaces		194.50	Mobile Home Court Ap.	Health • Fire • Building • Zoning	Requires Council approval and pre-payment of parking fees. Expires 12/31.
21-50 Spaces		345.50	Mobile Home Court Ap.	Health • Fire • Building • Zoning	Requires Council approval and pre-payment of parking fees. Expires 12/31.
51-100 Spaces		482.00	Mobile Home Court Ap.	Health • Fire • Building • Zoning	Requires Council approval and pre-payment of parking fees. Expires 12/31.
101-175 Spaces		618.00	Mobile Home Court Ap.	Health • Fire • Building • Zoning	Requires Council approval and pre-payment of parking fees. Expires 12/31.
175+ Spaces		655.00	Mobile Home Court Ap.	Health • Fire • Building • Zoning	Requires Council approval and pre-payment of parking fees. Expires 12/31.
Motor Bus/Fixed Route					
Large Bus		300.00	Motor Bus Application		Requires Council approval. Expires 12/31.

Nightclub				
Nightclub (Live Entertainment)	250.00	General Application plus Security Plan	Police	Class B license holders with capacities of 100 or more must obtain license to offer or allow live entertainment. No license required for New Year's Eve. Requires appearance before ALRC and Common Council approval. Temporary license is \$50/day, with a limit of five/year; must submit application at least five weeks before event.
Operator				
Operator's License	35.00	Operator Application	Police Background Check	Must be 18. Must provide proof of Beverage Server Training (BST). Requires Common Council approval. Must show proof of at least signing up for BST to get Provisional. Provisional License expires after 60 days; limit one provisional per year.
Provisional Operator's License	15.00	Operator Application		
Para-Transit				
Para-Transit Operating License	2075.00	Taxicab License Application		Operating Licenses are issued for a two-year cycle. The current licensing period is June 30, 2005 – June 30, 2007. The Operating License fee for the initial year would be \$1,200. Operating Licenses require a Transportation hearing and Common Council approval. Vehicles are licensed annually.
Pedal Cab Service Operating License	1800.00			
Horse-Drawn Vehicle Operating License	1800.00			
Public Passenger/Horse-Drawn/Pedal Cab	\$50/vehicle			
Transfer of Vehicle	\$20/vehicle			
Pawnbroker				
Pawnbroker	210.00	Secondhand Dealer	Building • Police Background Check, including Fingerprinting, of all members, officers, directors & employees	Requires Common Council approval and \$500 bond with a minimum of two sureties.
Peddler/Trucker				
Peddler/Trucker	80.00	Trucker/Peddler/Solicitor	Police Fingerprinting & Background	For merchandise on hand. Photograph of applicant is required. Daily permit \$30/day.
Recreational/Educational Camp				
1-5 Camps	578.00	General Application	Health	
6-10 Camps	706.00	General Application	Health	
11+ Camps	935.00	General Application	Health	
Secondhand Dealer				
Secondhand Dealer	62.50	Secondhand Dealer Application	Building • Zoning Police Background Check, including Fingerprinting, of all members, officers, directors & employees	Requires Common Council approval.
Secondhand Bicycle Dealer	27.50			
Secondhand Jewelry Dealer	62.50			
Secondhand Mall or Flea Market	165.00			
Mall/Flea Market Special Event	50.00			
Sidewalk Cafe				
Sidewalk Cafe	300.00	Sidewalk Cafe Application	Street Vending Coordinator	Insurance required at time of application. ALRC appearance & Common Council approval required for Liquor License holders to serve alcohol at sidewalk cafe.

Solicitor				
Solicitor	55.00	Solicitor Application	Police Fingerprinting & Background Check	Photograph required.
Special Events/Umbrella Vending				
1 to 50 vendors	150.00	Umbrella Vending Application	Risk Manager	Within an approved Street Use Event. License obtained by Event Sponsor, who must provide a list of vendors and their State Seller's Permit Numbers.
51 to 200 vendors	250.00			
201 or more vendors	350.00			
Street Use				
Street Use Permit	50.00	Street Use Application	Street Use Staff Team	Application must be filed in advance. Street use in a residential area requires petition.
Street Vendor				
Street Vendor	120.00	Street Vendor Application		Insurance and State Seller's Permit Number required at time of application. Expires 4/14. Monthly license is \$60/month.
Swimming Pool				
Indoor Pool	1265.00	General Application	Health	Fee includes the pre-inspection fee.
Outdoor Pool	840.00			
Additional Indoor Pool	815.00			
Additional Outdoor Pool	665.00			
Tattoo/Body Piercing				
Tattoo or Body Piercing Establishment	620.00	General Application	Health	Temporary Tattoo/Body Piercing/Ear Piercing Establishment license is \$85 for first day and \$25 for each additional day.
Tattoo & Body Piercing Establishment	705.00			
Ear Piercing Establishment	520.00			
Temporary Class "B"				
Picnic Beer/Wine	10.00/day	Picnic Beer Application	Health•Fire•Police•Parks•Zoning Risk Manager•City Attorney	Granted only to bonafide clubs/organizations in existence for six months or more. Apply at least 3 days in advance if outdoors, and 7 days in advance if indoors.
Temporary Restaurant				
Temporary Restaurant	*	Temporary Food Est.	Health	*Fee is generally \$70 for first day in calendar year (\$65 for retail), \$25 for each additional day in calendar year.
Tents				
Tents for Display for up to 6 weeks	1¢/sq ft	General Application	Fire • Building	Building Permit may be required.
Theater (Indoor)				
500 or less seats	200.00	Theater Application	Health • Fire • Police Building • Zoning	Requires Common Council approval.
501 - 1,199 seats	300.00			
1,200 or more seats	500.00			
Tourist Rooming House				
1-4 Rooms	548.50	General Application	Health	
Transient Merchant				
Transient Merchant	50.00	Transient Merchant Application	Police Fingerprinting & Background Check	License expires one year from date application filed. Driver's license or other proof of identity is required. State certification from Sealer of Weights & Measures required for food items before license can be issued.

Trapping				
Trapping Permit	5.00	General Application	Parks	For on city right-of-way. Must indicate what city land will be used for trapping.
Tree Trimming				
Tree Trimming	50.00	General Application	Madison Tree Board	Must indicate streets affected and dates trimming/pruning/removal will occur.

Note:

- License fees are not refundable.
- Prior to applying for a license, call Zoning at 266-4560 to find out about the zoning requirements for that location.
- Licenses cannot be issued until applicant provides State Seller's Permit number.
- Liquor Licenses and Operator Licenses cannot be issued until proof of Beverage Server Training is presented to the City Clerk's Office.
- All City of Madison licenses must be posted in a conspicuous place prior to the opening of the establishment.

Telephone numbers to call for inspection appointments are:

Health Department 266-4821 Between 8:00-9:00 a.m., Monday–Friday
Building Inspection 266-4551 Between 8:00-9:00 a.m., Monday–Friday
Fire Department 266-4484 Between 8:00-4:30 p.m., Monday–Friday

It is the responsibility of the applicant to schedule inspections after paying license fees.
Licenses will be issued after all department approvals are received.