Kandiyohi-Renville Community Health Board
2200 23rd Street NE Suite 1080, Willmar, MN 56201
www.co.kandiyohi.mn.us • www.co.renville.mn.us
Kandiyohi County: 320.231.7800
Renville County: 320.523.2570
publichealth@co.kandiyohi.mn.us • rcph@renvillecountymn.com

Receipt Date:_____
Receipt #:_____
License #:_____
Approved By:_____

2026 FOOD, POOLS AND LODGING APPLICATION

☐ **Renewal** ☐ **New Owner**

Establishment Information

Establishment Name:_____

Establishment Address:_____

City:_____ State:_____ Zip:_____

Telephone:_____ Days of Week Open:_____

Business Hours:_____ ☐Seasonal (from_____ to_____)

Seating Capacity:_____ Emergency Contact #:_____

Applicant/Owner Information

Owner Name:_____

Mailing Address:_____

City:_____ State:_____ Zip:_____

Telephone:_____ Email:_____

Place "X" where license renewals & notices should be sent: ☐Owner Address ☐Establishment Address

Catering: ☐Yes ☐No Mobile Unit License Plate: _____

WATER SOURCE: ☐Municipal ☐Private

SEWER SYSTEM: ☐Municipal ☐Private

Mobile Home/Camping: ☐Yes ☐No # of Dependent Camp Sites: _____

# of Independent Camp Sites: _____

(have individual sewer connections)

Boarding Establishments: # of occupants_____

Youth Camp: ☐Yes ☐No

Workers Compensation Information:

Pursuant to Minnesota Statutes 176.182 & 270C.72, the following applicable information is required of each license applicant:

Minnesota Tax ID Number: _____

Federal Tax ID Number:_____ Worker's Comp Policy Number:_____

Name of Worker's Compensation Insurance Company:_____

Address:_____

Complete all applicable information or application will be returned.

For those applying for a small, medium, or large food establishment license, it is required that a copy of one full-time employee's State Food Manager Certificate is submitted along with this application.

I certify that the information provided on this application is accurate and complete.

Applicant Signature_____ Date_____

Establishment Definitions:

Limited Food Menu – Food service with pre-packaged food that receives heat treatment and is served in the package, continental breakfast, soft drinks, coffee, non-alcoholic beverages, and/or dishwashing (Ex. Senior dining sites.)

Small Establishment - Food service with no salad bar and equipment not exceeding one deep fat fryer, one grill, two hot holding containers, and microwaves or service of dipped ice cream/soft serve frozen desserts. *Establishments which do not provide catering service and which meet "Medium Establishment" equipment criteria but have a total seating capacity of 50 or less people are "Small Establishments." Establishments that only cater and are not open regular hours are "Small Establishments."*

Medium Establishment - Food service with seating over 50 and using a range, oven, steam table, salad bar, or salad preparation area, more than one deep fat fryer or grill, more than two hot holding containers, or provides catering.

Large Establishment - Food service that meets the medium establishment definition and seats more than 175 people, serves a full menu selection an average of five or more days per week or caters 500 or more meals per day.

Alcohol Service From Bar - Alcoholic mixed drinks are served or where beer or wine are served from a bar.

Lodging – A building, structure, enclosure, or any part thereof used as, maintained as, advertised as, or held out to be a place where sleeping accommodations are furnished to the public as regular roomers.

Bed and Breakfast - Owner occupied residence with five or less rooms for overnight accommodations. Serves only breakfast to guests.

Public Swimming Pool – A pool is any public pool including but not limited to a swimming pool, spa, wading pool, and zero depth pool which is not a private residential pool.

Spa Pool - A public hot water pool intended for seated recreational use.

Youth Camp - Where food and lodging are provided for ten or more minors, operated continuously for a period of five days or more each year.

FEE SCHEDULE

FOOD: (✓ only one highest applicable category)	Fee	Paid
❑ Limited Food Establishment	$150.00	$_____
❑ Small Establishment	$285.00	$_____
❑ Medium Establishment	$475.00	$_____
❑ Large Establishment	$650.00	$_____
ALCOHOL:		
❑ Alcohol Service From Bar	$160.00	$_____
OTHER: (✓ all applicable categories)		
❑ Lodging- number of units_____x $5.00 + $135.00 Base Fee		$_____
❑ Bed and Breakfast	$285.00	$_____
❑ Mobile Home/Rec. Camping- number of sites _____x $6.00 + $135.00 Base Fee		$_____
❑ First Public Swimming Pool or Spa Pool	$320.00	$_____
Each additional Pool or Spa ___x $75.00		$_____
❑ First Private Well	$110.00	$_____
Each additional Well ___x $50.00		$_____
❑ Annual License Late Penalty*		$_____
Submit this total with application:	**Total Fee**	$_____

MAKE CHECKS PAYABLE TO: KANDIYOHI-RENVILLE COMMUNITY HEALTH BOARD

***LATE PENALTY:** All license payments are **due on or before December 31st**. Any payment received, delivered, or postmarked **on or after January 1st will be assessed a $110 penalty**. Any payment received, delivered, or postmarked **on or after February 1st will be assessed a $190 penalty**. If no payment is received as of **March 1st, the establishment will be closed.**

Reduced Fee: New businesses or new owners opening after October 1st and before December 31st are required to pay one half (1/2) the annual fee.

License fees are nonrefundable.