



**ADAMS COUNTY HEALTH AND HUMAN  
SERVICES DEPARTMENT  
APPLICATION FOR  
RECREATIONAL & EDUCATIONAL  
CAMPGROUND PERMIT**

*Preserving & strengthening  
individuals, families and the  
community*

In accordance with Adams County Public Health Ordinance #20-16, I do hereby make application to the Adams County Health and Human Services Department for an operating permit for the license year July 1, 2025 to June 30, 2026. **Operating in any part of the fiscal year requires a permit.** Inspection and licensing services are being provided by the Wood County Health Department.

**PERMITS ARE NOT TRANSFERABLE**

Establishment Name \_\_\_\_\_

Establishment Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Establishment Phone \_\_\_\_\_

Owner Name \_\_\_\_\_ (List the individual, partnership, or corporation name and the agent)

Owner email \_\_\_\_\_ Owner Phone \_\_\_\_\_

Owner Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Management Name \_\_\_\_\_

Management Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Management Phone \_\_\_\_\_ Email \_\_\_\_\_

Preferred mailing address for license and correspondence: ☐ Owner ☐ Establishment ☐ Management

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

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## **How to Determine Recreational and Educational Camp License Complexity Category**

### **Check all statements that apply**

Use this form to help determine a Recreational and Educational Camp establishment's complexity category, which determines the license type and license fees. It is also used to determine if there is a hospitality add-on. Complexity category and hospitality add-on information are needed to complete your license application.

#### **Check all that apply:**

- ☐ The camp provides on-premises or off-premises waterfront activities including: swimming, kayaking, boating, sailing, canoeing, or inflatables to campers. This does not include vendor provided waterfront activities (2 points)
- ☐ The camp offers camper firearm activity on-premises (1 point)
- ☐ Archery, ax, hatchet, or knife throwing is offered to campers on-premises (1 point)
- ☐ The camp offers high element challenge course to campers on-premises (3 points)
- ☐ The camp offers low element challenge course to campers on-premises (1 point)
- ☐ The camp offers horseback riding to campers on-premises (1 point)
- ☐ The camp offers motorized vehicle activity for campers on-premises including go-kart, all-terrain vehicle, or utility-terrain vehicle (1 point)
- ☐ The camp serves one or more rental groups including a school, church group, or scout troop (1 point)
- ☐ The camp premises includes structures that are utilized for lodging, dining, health services, waterfront activities, water supply systems, or challenge courses that require inspection travel beyond a half mile from the main centralized camper drop off or welcome location (basic services that are spread out, or distant service areas) (1 point)
- ☐ The camp utilizes 4 or more private wells to supply camp drinking water (1 point)
- ☐ The camp utilizes more than one kitchen or physical building with kitchen preparation space to serve meals to campers (1 point)

\*Camp sleeping structures on premises. These structures may include: cabin, yurt, covered wagon, Adirondack shelter, or platform tent (for college dorms, count individual sleeping rooms used by camp)

Choose one of the following:

- ☐ The camp has 1 to 10 stand-alone sleeping structures (1 point)
- ☐ The camp has 11-20 stand-alone sleeping structures (2 points)
- ☐ The camp has 21 or more stand-alone sleeping structures (3 points)

\*Hospitality: The camp also offers additional activity such as a retail food establishment, campground, hotel, motel, bed and breakfast, or a tourist rooming house within the confines of the camp    ☐ Yes    ☐ No

Select all that apply:

- ☐ Campground
- ☐ Lodging
- ☐ Retail Food Establishment

**-OVER-**

## Recreational and Educational Camps

*\*Select category for recreational and educational camp based on the permit category worksheet (see previous page)*

	<b>Pre-Licensing Insp Fee</b>	<b>License Fee</b>
<input type="checkbox"/> Simple (0-5 points)	\$125.00	\$490.00
<input type="checkbox"/> Simple with Hospitality (0-5 points)	\$150.00	\$540.00
<input type="checkbox"/> Moderate (6-10 points)	\$175.00	\$530.00
<input type="checkbox"/> Moderate with Hospitality (6-10 points)	\$200.00	\$635.00
<input type="checkbox"/> Complex ( ≥11 points)	\$225.00	\$570.00
<input type="checkbox"/> Complex with Hospitality ( ≥11 points)	\$250.00	\$715.00

**Total Recreational and Educational Campgrounds** \$ \_\_\_\_\_

☐ Certified Food Protection Manager \_\_\_\_\_

## Water Supply

☐ Private

☐ Public

## Annual Water Testing Fee Per Well

\$ 50.00

(If on a private well, bacteria and nitrate only)

Additional charges may apply for repeat sampling.

## OTHER FEES

<input type="checkbox"/> NSF Fee (includes account closed or check non-payable)	\$150.00
<input type="checkbox"/> Operating without a License	Double License Fee
<input type="checkbox"/> No Certified Operator ... will be given 30-day warning for first offense	\$150.00
<input type="checkbox"/> Special Inspection	\$175.00
<input type="checkbox"/> Duplicate Permit	\$ 20.00
<input type="checkbox"/> Re-inspection Fee (\$200.00 for each additional repeat inspection)	\$ 100.00

**Total of Other Fees Due** \$ \_\_\_\_\_

Pre-Licensing Insp. Fee	License Fee	Other Fees (if applicable)	Total Fees
\$ _____ +	\$ _____ +	\$ _____ =	\$ _____

Forward completed application and fee to:

Wood County Health Department

Attn: Environmental Health

Phone (715) 421-8911 or (715) 387-8646

111 W Jackson Street

Wisconsin Rapids WI 54495

Make check or money order payable to: **Wood County Health Department**