

# SOUTH DAKOTA DEPARTMENT OF HEALTH

## CAMPGROUND LICENSE APPLICATION

PLEASE TYPE OR PRINT IN INK THE FOLLOWING INFORMATION (Fill in all boxes) CHECK THOSE ITEMS THAT APPLY

ESTABLISHMENT NAME		LIST PREVIOUS ESTABLISHMENT NAME		OLD LIC. #	
CORPORATION/OWNER NAME		CORPORATE CONTACT/ PHONE	ESTABLISHMENT PHONE		CELL PHONE
ESTABLISHMENT PHYSICAL ADDRESS (NO PO BOX #'S)			CITY		STATE    ZIP
MAILING ADDRESS (IF DIFFERENT THAN PHYSICAL ADDRESS)			CITY		STATE    ZIP
IF RURAL LOCATION, GIVE DIRECTIONS FROM NEAREST CITY			EMAIL ADDRESS		
APPLICATION IS FOR: <input type="checkbox"/> NEW BUSINESS <input type="checkbox"/> CHANGE OF OWNERSHIP	DATES OPEN - IF SEASONAL From: _____ To: _____	PROPOSED OPENING DATE _____		WATER SUPPLY <input type="checkbox"/> Public <input type="checkbox"/> Private <input type="checkbox"/> Rural	SEWER SYSTEM <input type="checkbox"/> Public <input type="checkbox"/> Private

### SECTION 1: CAMPGROUND LICENSING FEES – Type of Campground (Choose One)

	FULL YEAR FEE: Jan 1 – Dec 31	HALF YEAR FEE: *July 1 – Dec 31	NUMBER OF SITES	FEE TOTAL Complete all that apply
<b>Full Service Campground:</b> 2 - 25 sites <input type="checkbox"/> \$ 75.00 26 - 100 sites <input type="checkbox"/> \$113.00 101 - 200 sites <input type="checkbox"/> \$150.00 201 - 300 sites <input type="checkbox"/> \$188.00 300 + sites <input type="checkbox"/> \$225.00		<input type="checkbox"/> \$ 37.50 <input type="checkbox"/> \$ 56.50 <input type="checkbox"/> \$ 75.00 <input type="checkbox"/> \$ 94.00 <input type="checkbox"/> \$112.50	_____	<div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto;"></div>
<b>Limited Service Campground:</b>	<input type="checkbox"/> \$113.00	<input type="checkbox"/> \$56.50	_____	<div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto;"></div>
<b>Primitive Campground:</b>	<input type="checkbox"/> \$75.00	<input type="checkbox"/> \$37.50	_____	<div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto;"></div>
<b>Inspection Fee<sup>1</sup>:</b> <small>See Reverse Side For Explanation</small>	<input type="checkbox"/> \$25.00	<input type="checkbox"/> \$12.50		<div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto;"></div>
<b>Initial License Fee<sup>2</sup>:</b> <small>See Reverse Side For Explanation</small>	<input type="checkbox"/> \$100.00	<input type="checkbox"/> \$100.00		<div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto;"></div>

### SECTION 2: WATER RECREATION FEES – List number of Pools and Hot Tubs

Number of Pools and Hot Tubs	FULL YEAR FEE:			HALF YEAR FEE:				
	None	One	Two or More	None	One	Two or More		
Pools _____ Hot Tubs _____	<input type="checkbox"/>	<input type="checkbox"/> \$40.00	<input type="checkbox"/> \$65.00	<input type="checkbox"/>	<input type="checkbox"/> \$20.00	<input type="checkbox"/> \$32.50		<div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto;"></div>

Is Your Pool Or Hot Tub Associated With Another Licensed Establishment? Yes  No

If Yes, Please Name Other Licensed Facility \_\_\_\_\_

*Being first duly sworn, I, as the owner or the owner's agent with legal authority to bind the owner, verify that the information contained in this application is true and complete, and I consent to allow inspections of the food service, lodging, or campground establishment by authorized inspectors during normal business hours upon the presentation of identification.*

**TOTAL ALL FEES ABOVE  
THIS IS THE AMOUNT YOU OWE**

\$

Owner/Agent Signature	Date:
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Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

(Seal)

My commission expires:

# INSTRUCTIONS

1. Please type or print in Black or Blue ink.
2. Fill out the application completely. An incomplete application cannot be processed. It will be returned to the sender, and may result in the denial of a license. Complete all the owner information on the top section of the application. The fee structure for the Campground License is located in **Section 1**. Mark which type of campground you are licensing in **Section 1**. **Section 2** pertains to the number of pools or hot tubs the campground has. Complete all of **Section 2** as it applies to your campground.
3. The owner's signature must be notarized by a duly appointed notary public.
4. New establishments or changes to existing establishments require submission of construction plans 30 days prior to initiating construction. The plans must be submitted to:

SD Dept of Health, Office of Health Protection, 615 E 4<sup>th</sup> Street, Pierre, SD 57501-1700.

No license will be issued until an on-site inspection is conducted and the campground is found to be in compliance.

- \*5. **Half-year license fees apply only to new establishments or change of ownerships occurring after July 1<sup>st</sup> and before December 31<sup>st</sup>.**
6. Submit the completed license application and the required license fee (checks payable to **SD Department of Health**) to:

**SD Department of Health  
Office of Health Protection  
615 East Fourth Street  
Pierre, SD 57501-1700**

**The South Dakota Department of Health will issue or renew a license only after payment of the required fee, ascertainment that the facts set forth are true and complete, and satisfactory evidence of the applicant's ability to comply with the provision of SDCL Chapter 34-18 and the rules promulgated thereunder.**

**<sup>1</sup> This fee covers the mandatory inspection conducted each year. This fee is required of all establishments licensed by the South Dakota Department of Health.**

**<sup>2</sup> This fee is required for establishments meeting requirements for new licensing. This includes any establishment that has not operated within the last twelve months.**

IF YOU HAVE ANY QUESTIONS, CONTACT THE DEPARTMENT OF HEALTH AT (605)773-4945

**LICENSE EXPIRES DECEMBER 31<sup>st</sup> OF EACH YEAR**