



BUILDING & COMMUNITY SERVICES

MOBILE FOOD UNIT GUIDELINES

The following steps will need to be met in order to obtain a food service:

1. Provide proof of liability insurance on vehicle used for transportation, and for the business.
2. Provide a copy of a Food Establishment Permit for the commissary/ kitchen if the food items are not prepared on-site in the mobile unit, or if the items are not pre-packaged.
3. Provide a copy of Certified Food Manager Certification for food preparation units, and a copy of Food Safety Handler Course Certification for additional workers. Units that serve pre-packaged foods only must have Food Handler Safety Course Certification for at least (1) worker with that unit.
4. Mobile units shall not set up for an extended time frame. They must continue to move once finished conducting business.
5. Copy of valid state issued driver's license of applicant.
6. Units must set up an inspection with the Health Inspector.

The following guidelines must be met to obtain and maintain a permit:

1. Only approved food will be permitted. Any changes regarding operation must be pre-approved before proceeding with service. Home preparation or storage of food is prohibited.
2. All meat, dairy, and perishable food products must be stored at 41 degrees F or colder, or at least 135 degrees hotter. All equipment used for temperature control must be sanitary and suitable for use.
3. All foods, food containers, utensils, napkins, straws, and single service materials must be stored well above the floor and adequately protected from splash, dust, insects, weather, or other contamination.
4. All condiments (including sauces, relish, mustard, catsup, etc.) available for self-service must be available in single-service packets or be dispensed from sanitary automatic dispenser.
5. When self-service ice dispensers are not provided, ice scoops are required. Ice used for human consumption must be stored separately from ice used to refrigerate drink bottles, cans, or cartons. Ice storage units must have open drains to prevent submergence of chilled items from contact with melted ice water.