



## MOBILE FOOD SERVICE OPERATION PLANNING APPLICATION

Name of the mobile food service operation: \_\_\_\_\_

Address, City, Zip Code of the location where the mobile food service operation will be housed:  
 \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Phone Number(s): \_\_\_\_\_

Check (  ) the box that applies to the type of mobile food operation license you are applying for:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Concession Trailer/Truck | <input type="checkbox"/> Frozen Food Truck/Cart     | <input type="checkbox"/> Mobile Cooker/BBQ Pit |
| <input type="checkbox"/> Pushcart                 | <input type="checkbox"/> Catering Type Truck        |  |
| <input type="checkbox"/> Knockdown Concession     | <input type="checkbox"/> Soft Serve Ice Cream Truck |  |

### MENU

- All food must be prepared in your mobile food service operation or by a commercially licensed processing facility. **No food may be made in your home.**
- A complete menu for your mobile food service operation must be provided.
- The menu and drawing for your mobile food service operation will be printed on the back of your license and **must be posted or readily available in your mobile at all times. We recommend that you keep a copy of the back of the license for submission each year.**
- Any additions or alterations to your menu must be approved by this department and added to the back of the license by your sanitarian.
- Complete the **MENU REVIEW SHEET** on page 4 of this packet.
- Provide a list of your food suppliers. Attach additional pages if needed.

1.	2.	3.
4.	5.	6.

## FOOD PREPARATION REVIEW AND GENERAL INFORMATION

1. How will produce be prepared?

- No produce will be used or served.
- All produce will come into the mobile pre-washed and pre-cut.  
(Supply invoices on request)
- All produce will be prepared in a separate food preparation sink.

2. What is your method of thawing frozen foods?

- No thawing required for any menu items.
- Thawing will take place under refrigeration.
- Thawing will be done under cool running water.
- Thawing will be done in the microwave followed by immediate transfer to conventional cooking equipment.

3. Cold holding for time/temperature controlled for safety foods must be maintained at 41°F or below.

4. Hot holding for time/temperature controlled for safety foods must be maintained at 135°F or above.

5. How will employees avoid bare-hand contact with ready-to-eat foods?

- Disposable gloves
- Deli tissue
- Dispensing utensil with a handle
- Other

6. A three compartment sink with drain boards must be provided for washing, rinsing, and sanitizing of equipment and utensils. The sink size must be large enough to accommodate immersion of the largest piece of equipment.

7. A chemical sanitizer must be provided for bactericidal treatment of all food contact surfaces, equipment, and utensils.

8. Check the appropriate box for the type of sanitizer that will be supplied. Provide the appropriate test kit to accurately measure the concentration of sanitizing solution.

- Chlorine
- Quaternary ammonium
- Iodine

9. At least 50 foot candles of light must be available inside the mobile unit. Lights must be shielded with light tubes and end caps or with shatter proof bulbs inside the mobile unit. Advertising lights on the outside are not required to be shielded.

10. Screens for door and windows are recommended.

**MOBILE FOOD SERVICE FINISH MATERIALS**

- Note that all surfaces must be smooth and easily cleanable.
- List the materials that will be used to provide a smooth, cleanable surface.
- Coving must be used to seal the wall-floor joint.
- All installed equipment and counters must be sealed to walls and floors.

FLOOR	WALL	CEILING	COUNTERS	CABINETS

**Each application must include a drawing to scale of the full operation. Please attach drawings or architectural plans to application.**

# MENU REVIEW SHEET

Please provide the following information for all items to be sold in the mobile food service operation. Remember, all food must be prepared in the mobile food service operation, or by a commercially licensed facility. No food may be prepared in your home.

<b>HOW FOOD WILL BE PREPARED</b>				
	Check (√) the box that shows how each item will be made			
<b>Food Item</b>	<b>Homemade/ Scratch Cooking</b>	<b>Prepackage/No Refrigeration required</b>	<b>Premade/Frozen</b>	<b>Premade/ Refrigerated</b>
Example: Prepackaged Chips/Pretzels		√		
Example: Potato Salad				√

