



MOBILE FOOD SERVICE APPLICATION

Please complete this plan review and return to the Delaware Public Health District when you are ready to schedule an inspection. Please allow 5-7 days for scheduling an inspection. During the inspection, if the unit is approved, the mobile fee and a completed application will be collected.

Name of Mobile Food Service Operation: _____

Address of Mobile Business Operation: _____

Contact Person: _____ Contact Phone Number: _____

Contact Email: _____

List ALL menu items offered and the name of the supplier where the food will be purchased (i.e. GFS, Sysco, etc...)

ATTACH ADDITIONAL DOCUMENTATION AS NEEDED

MENU ITEM	FOOD SUPPLIER NAME

Have you taken a basic food safety course (circle one): Yes or No

*If you answered No to the previous question, it is required that all NEW mobile operations have at least one person with Person In Charge (PIC) certification during operational periods.

How will your unit be receiving water (circle one): Self-contained or Hooked up

*If you chose "self-contained" for the previous question, please consider how often you will be cleaning your tank out. How will you be cleaning your tank out? Where will your water supply be coming from? If the water supply is private, a water sample will be needed to ensure proper water quality.

**If you chose "hooked up", please ensure that every event you go to the organizer is aware that you need water. Do you have a backflow prevention and a water grade hose?

***If you would like the option to have both, then please ensure that all of the following items in the previous notes are obtained.

If your unit plans on using ice, where will you be getting that from? _____

Does your mobile unit have enough cold holding and dry holding storage for operation?

Yes or No

Will any outside storage be used that is not on the unit?

Yes or No

Do you plan on using a licensed commissary for any part of this mobile unit's operation including but not limited to cold holding storage? Dry good storage? Source of water? Cleaning equipment? Cooking and/or prepping any products? Yes or No

If answer is 'Yes', please provide the name of the facility? _____

Address of facility: _____

*Note: facility must be properly licensed. NO PART OF OPERATION may be done within a non-licensed area.

Where do you plan on storing your food when an event is not going on? _____

Or do you plan to purchase per event?

Yes or No

Does your unit have hot water at the hand sink?

Yes or No

Does your hand washing sink have soap, paper towels, a garbage can nearby, and a hand washing sign?

Yes or No

Do you have a grey water holding tank?

Yes or No

*Please be sure to discard this wastewater in appropriate locations. Event organizers should be able to direct you. DO NOT dump wastewater in grass, streets, or undesignated drains.

Are all your equipment pieces commercial grade?

Yes or No

If your answer is NO, please know that we cannot license a unit with non-commercial equipment.

Note: Please ensure all equipment and finishes are commercial grade and smooth and easily cleanable.

What are the materials your floors/walls/and ceilings are made out of? _____

Does your 3-compartment sink fit your biggest equipment piece?

Will any of your food items be reheated?

Yes or No

Note: Please ensure that no products are being cooked in this mobile and taken to another unit/mobile. That would require proper licensing. For example, a smoker used for one mobile cannot be used to smoke meat for another mobile.

Are any raw items being offered? (ie burgers, steaks, fish)

Yes or No

*If answered 'Yes' then consumer advisory is needed.

Will any shellfish be sold?

Yes or No

Provide an explanation of how all HOT FOODS will be kept at 135°F or above:

Provide an explanation of how all COLD FOODS will be kept at 41°F or below:

Note: Time Temperature Controlled for Safety (TCS) foods will NOT be allowed to remain in the 41°F-135°F range. Please accommodate. Products should be prepped and cooled prior to transporting. Transported in cool environment and held in a proper cold holding unit. Hot holding products should be held at proper temperature and transported to ensure temperature is kept. Reheated items should be reheated to proper temperature. (If this information does not sound familiar, it is highly recommended to take a food safety basics course.)

Please explain how items (hot and cold) will be transported: _____

Please explain how utensils, equipment or food contact surfaces will be washed, rinsed, and sanitized during an event? _____

Do you have a thermometer?

Yes or No

Sanitizer test strips?

Yes or No

Employee illness policy?

Yes or No

Spill kit?

Yes or No

First aid choking poster?

Yes or No

Does your unit have fryers? Or a hood system?

Yes or No

Have you consulted with local fire department?

Yes or No

Are the lights within your unit either shielded or shatter resistant?

Yes or No

Please attach a sketch of your mobile unit with all pieces of the equipment layout.

Additional notes/comments: