



## *Corsicana - Navarro County Public Health District*

618 North Main, Suite A - Corsicana, Texas 75110  
Telephone (903) 874-6711 – Fax: (903) 872-8014  
navarrohd.org

# **Mobile Food Unit (MFU) Permit Requirements**

These requirements **must** be completed and turned in before you can apply for the Health Permit, which is \$400.00 plus \$5 per employee (including owner). We accept cash, checks, and debit/credit cards. Once the application is completed and fees are paid, we will set up an appointment with the Registered Sanitarian to inspect your mobile. Once you pass the inspection, then we will issue you your permit via mail or in person. Note: **ALL FOOD PERMITS EXPIRE ON DECEMBER 31<sup>ST</sup> OF EACH YEAR.** The late fee will be \$100. If the Permit fee and late fees are not paid by the end of January, then the Health Inspector will close the business until all fees are paid.

### **In County Residents**

- Fire Department inspection certificate
- Copy of your menu
- Copy of the Letter from the Commissary or Central Preparation Area
- Copy of your managers online Health Course certificate
- All employees **must** sign up and take an online Texas Accredited Food Handlers course and provide Certificate to employer.
- Notarized letter stating you are allowed to park in a designated area and have access to a bathroom on site (unless one is attached to unit)
- Notarized letter stating permission from regulated grey water disposal
- Printed photos of the Mobile Food Unit's interior and exterior (include license plate)

### **Out of County Residents**

- Copy of State or County most recent Inspection
- Copy of your menu
- Copy of the Letter from the Commissary or Central Preparation Area
- Copy of your managers online Health Course certificate
- All employees **must** sign up and take an online Texas Accredited Food Handlers course and provide Certificate to employer.
- Notarized letter stating you are allowed to park in a designated area and have access to a bathroom on site (unless one is attached to unit)
- Notarized letter stating permission from regulated grey water disposal
- Printed photos of the mobile unit interior and exterior (include license plate)

## Mobile Food Units (MFU): How to Mobilize Your Food Operation Under DSHS

### Definition:

According to Texas Food Establishment Rules (TFER), a MFU is a vehicle mounted, self or otherwise propelled, self-contained food service operation, designed to be readily moveable (including, but not limited to catering trucks, trailers, push carts, and roadside vendors) and used to store, prepare, display, serve or sell food. Mobile units must completely retain their mobility at all times. A Mobile Food Unit does not mean a stand or a booth. A roadside food vendor and pushcart may be licensed as MFUs. [228.2(85)]

Mobile Food Unit



Pushcart



Roadside Vendor

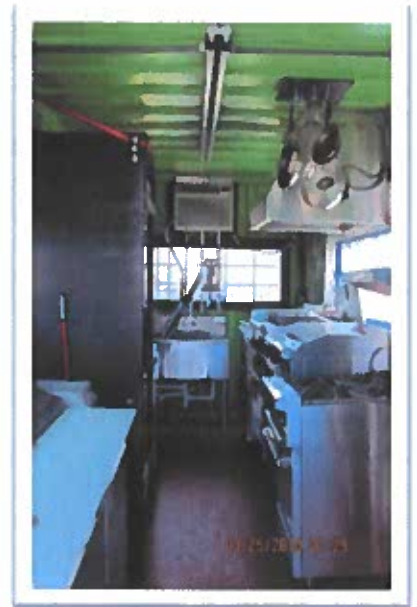


These special provisions, along with TFER references, shall be met before operating:

### Establishment:

- The MFU shall be mobile at all times [#30, 228.221 (a)(1) and (3)];
- Like a fixed establishment, the MFU shall be enclosed;
- Shall be protected from entry of pests with tight-fitting doors and windows [#34, 228.174(e)(1)(B) - (C)];
- Walls and ceilings shall be smooth, easily cleanable, and light in color [#45, 228.173(a), (f)(3)];
- Walls and ceilings shall protect against entry of rodents and insects [#34, 228.174(e)(1)(A)];
- Screens (i.e. at ventilation points or windows) shall be at least 16 mesh to 1-inch [#34, 228.174(e)(4)(A)];
- Exterior surfaces shall be of weather-resistant materials [#45, 228.172(b)];
- Pushcarts do not need to be enclosed, but do need overhead protection;
- Roadside vendors do not need to be enclosed.

Smooth and cleanable surfaces



## Water:

- Water (hot and cold) under pressure supplied to all sinks permanently installed (this requirement does not apply to roadside food vendors) [228.221(a)(7)];
- Water supply must meet the demands of the operation [#23, 228.143(a) – (c)];
- Potable water tank and fill hose shall be permanently installed, labeled as “potable water” and provided with a ¾-inch or less inlet connection [#32 OR #37, 228.221(a)(8)(A)-(C)];
- Waste retention tank for liquid waste must be 15% larger than the potable water tank, leak proof, and be permanently installed [#44, 228.221(a)(9)(A)-(B)(i)];
- Waste retention tank (labeled as “waste water”) shall be sloped to a drain that is 1 inch in inner diameter and equipped with a shut-off valve [#44, 228.221(a)(9)(B)(ii), (G)];
- Liquid waste connections shall be different in size and type than potable water [#44, 228.221(a)(9)(C)];
- These requirements also apply to pushcarts. They do not apply to roadside vendors [228.221(a)(10)(A)].

Potable Water Tank



Liquid Waste Connection



Potable Water Inlet



## Equipment:

- Equipment should be adequate to maintain hot and cold Time/Temperature Control for Safety (TCS) foods at required temperatures (41°F or below for cold foods; 135°F or above for hot foods) [#27, 228.221(a)(6)(A)];
- Food contact surfaces of equipment including tables and counters shall be durable, corrosion-resistant and non-absorbent [#32, 228.101(a)(2)];
- MFU's shall only provide single service articles to consumers [#40, 228.221(a)(5)].

### Manual Warewashing and Handwash Sinks:

- At least one handwash sink supplied with soap and hand drying device [#31, 228.221(a)(6)(C)];
- A sink with three compartments for washing, rinsing, and sanitizing of equipment and utensils, along with drain boards for soiled and clean items [#33, 228.221(a)(6)(B)(i)];
- The three compartments must be large enough to submerge the largest utensil or piece of equipment [#33, 228.221(a)(6)(B)(ii)];
- Hot and cold water shall be supplied to all sinks under pressure [#23, 228.143(a)];
- Roadside vendors do not require sinks.

Three-compartment sink



Handwash sink



### Restrooms:

- A MFU does not need to be equipped with a restroom;
- Toilet rooms shall be designated and be conveniently located and accessible to employees during all hours of operation [#46, 228.221(a)(11)];

### Central Preparation Facility (CPF):

- The MFU shall operate from a CPF or other fixed establishment and shall report to such location for supplies and for cleaning and servicing operations [#45, 228.221(b)(1)];
- The CPF is an approved retail food establishment at which food is prepared, stored, and wrapped; the MFU is supplied with fresh water and ice; wastewater and other liquids are properly disposed; food-contact surfaces or items not capable of being immersed in the MFU utensil-washing sink are cleaned and sanitized [228.2(15)];
- The operator must maintain the most recent inspection of the CPF on the unit at all times [#47, 228.221(a)(4)(C)];
- If the CPF or servicing area is not owned by the MFU operator, then a signed letter of authorization is required [#47, 228.221(a)(4)(B),(D)];

- Use of a private residence as a CPF is prohibited. [#7, 228.174(k)]

### **Servicing Area:**

- A servicing area is a location an MFU shall return regularly for such things as vehicle cleaning, discharging liquid or solid wastes, refilling water tanks and ice bins, and boarding food. No food preparation, service or utensil/warewashing is conducted at a servicing area. [228.2(129)]
- The area shall include overhead protection for any supplying, cleaning or servicing operation. Areas used for water loading and/or wastewater discharge through a closed hose system do not need overhead protection. [#45, 228.221(c)(1)(A)]
- The location for the flushing and drainage of liquid wastes shall be separate from the location provided for potable water servicing and loading of food supplies. [#20, 228.221(c)(1)(B)]
- The surface of the servicing area shall be constructed of a smooth nonabsorbent material, such as concrete or machine-laid asphalt and shall be maintained in good repair, kept clean and be graded to drain. [#45, 228.221(c)(1)(D)]
- Potable water servicing equipment shall be installed according to Plumbing Code. [#32, 228.221(c)(1)(E)]
- The servicing area may be separate from the Central Preparation Facility (CPF).
- A servicing area may not be at a private home or living quarters. [#7, 228.174(k)]
- A servicing area is not required where only packaged food is sold and no waste water retention tanks are present [228.221(c)(1)(C)]

### **Documentation to Have Available for Initial Inspection:**

- Certified Food Manager Certification (if there is open handling of Time/Temperature Control for Safety foods) [#21, 228.221(a)(4)(A)];
- CPF authorization (if needed) and most recent facility inspection [#47, 228.221(a)(4)(B),(C)];
- Servicing area authorization (if needed) [#47, 228.221(a)(4)(D)];
- Menu of all food items to be sold [#47, 228.221(a)(4)(E)];
- The MFU must be equipped to successfully pass inspection.

### **Application and Approval Process**

A new MFU license application may be submitted through the mail or online. After the application is processed, a letter will be sent out to the operator to schedule an inspection with the inspector over the designated area. The MFU shall be readily moveable and be ready to come to a location designated by the authority. The unit must be operable at time of inspection without the need of electrical/water source connections, including but not limited to handwash/warewash facilities, refrigeration and wastewater disposal.

**\*To pass a pre-licensing inspection, a mobile food unit must meet the minimum requirements below. Use the checklist as a brief reference to the MFU requirements:**

<b>Mobile Food Unit Checklist</b>	
<b>Mobile Food Unit Mobility</b>	A vehicle mounted, self or otherwise propelled, self-contained food service operation, designed to be readily movable, and constructed of corrosion resistant material; structure placed on a trailer shall be permanently affixed.
<b>Preparation Area Protected</b>	Walls, floors, and ceiling are solid, light in color, smooth and easily cleanable; protect against weather, rodents, insects and other animals.
<b>Central Preparation Facility (CPF) may include servicing area</b>	Approved by the health department; documentation (letter of authorization) required for approval; most recent inspection maintained on the MFU.
<b>Servicing Area</b>	Place to fill up potable water and authorized to dispose waste water from the MFU (i.e. approved car wash; RV Park); A private home or living quarters may not be used; letter of authorization
<b>Potable Water Tank</b>	Water must be from an approved source; permanently installed; tank labeled as "Potable Water" and have a ¾-inch inlet.
<b>Liquid Waste Retention Tank</b>	least 15% larger than the potable water storage tank, permanently installed, sloped to drain 1-inch in inner diameter and labeled "wastewater".
<b>Hot and Cold Water</b>	Under pressure and provided to all sinks.
<b>Handwash Sink</b>	Shall be its own fixture; conveniently located and accessible.
<b>Three Compartment Sink</b>	Each compartment shall be large enough to clean largest equipment/utensil.
<b>Hot and Cold Holding Equipment</b>	Adequate to maintain Time / Temperature Control for Safety (TCS) foods at required temperatures.
<b>Restrooms</b>	Provided; conveniently located.
<b>Certified Food Manager Certificate</b>	Required if handling open TCS foods.

*Mobile food establishment equipment and criteria may vary depending on the type of operation. Refer to the Texas Food Establishment Rules (TFER) for complete information regarding the requirements or contact the PSRFSU at (512) 834-6753 for further information or view our website at [www.dshs.texas.gov/foodestablishments](http://www.dshs.texas.gov/foodestablishments).*

Public Sanitation and Retail Food Safety Unit • PO Box 149347, Mail Code 1987 • Austin, Texas 78714-9347(512) 834-6753 • Facsimile: (512) 834-6683 • <http://www.dshs.texas.gov/foodestablishments/>



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### **Advisory**

Section 228.22 (a) of the Texas Food Establishment Rules provides that “The regulatory authority may impose additional requirements to protect against health hazards related to the conduct of the temporary food establishment, may prohibit the sale of some or TCS foods, and when no health hazard will result, may waive or modify requirements of these rules.” Failure to comply with these requirements may result in the immediate suspension of the permit and assessment of penalties as provided by the Texas Health and Safety Code, Chapter 437.

# Corsicana-Navarro County Public Health District

618 N MAIN, SUITE A - CORSICANA, TX 75110  
 TELEPHONE (903)874-6711 - FAX (903)872-8014

## Food Application

PERMIT FEES ARE NOT REFUNDABLE AND NOT TRANSFERABLE. ALL FOOD PERMITS EXPIRE ON DECEMBER 31ST

Business Name: _____	Business Phone #: _____
Business Address: _____	Email Address: _____
Business Owner: _____	Phone #: _____
Mailing Address: _____	Driver's License #: _____
Corporate Name: _____	Corporate Phone #: _____
Corporate Address: _____	Corporate Fax #: _____

Please check the appropriate blanks that apply to your food business.

- |  |         |  |
|--|---------|--|
| <input type="checkbox"/> Application Fee (New Business or Change of Ownership) | \$50    | Plus items marked below.                         |
| <input type="checkbox"/> Plan Review (New or Remodel)                          | \$100   |  |
| <input type="checkbox"/> Annual Food Service Fee                               | \$200 + | \$5.00 x ____ (number of employees + owners)     |
| <input type="checkbox"/> Grill/Kitchen   | \$200   | Additional to Annual Food Service Fee            |
| <input type="checkbox"/> Alcoholic/Nutrition/Coffee Bar                        | \$200   | Additional to Annual Food Service Fee            |
| <input type="checkbox"/> Catering/Mobile                                       | \$300   | Additional to Annual Food Service Fee            |
| <input type="checkbox"/> Grocery/Convenience Store - Annual Fee                | \$200 + | \$5.00 x ____ (number of employees + owners)     |
| <input type="checkbox"/> Bakery (within grocery store)                         | \$200   | Additional to Grocery/Convenience store Fee      |
| <input type="checkbox"/> Deli (within grocery/convenience store)               | \$200   | Additional to Grocery/Convenience store Fee      |
| <input type="checkbox"/> Grocery (within grocery/convenience store)            | \$200   | Additional to Grocery/Convenience store Fee      |
| <input type="checkbox"/> Meat Market (within grocery store)                    | \$200   | Additional to Grocery/Convenience store Fee      |
| <input type="checkbox"/> Produce (within grocery store)                        | \$200   | Additional to Grocery/Convenience store Fee      |
| <input type="checkbox"/> Seafood (within grocery store)                        | \$200   | Additional to Grocery/Convenience store Fee      |
| <input type="checkbox"/> Sushi (within grocery store)                          | \$200   | Additional to Grocery/Convenience store Fee      |
| <input type="checkbox"/> Catering Units (within grocery store)                 | \$200   | Additional to Grocery/Convenience store Fee      |
| <input type="checkbox"/> Mobile Food Units (MFU) - General & Push Cart         | \$400 + | \$5.00 x ____ (number of employees & owners)     |
| <input type="checkbox"/> Snow Cone Businesses                                  | \$300 + | \$5.00 x ____ (number of employees & owners)     |
| <input type="checkbox"/> Day Care  | \$300 + | \$5.00 x ____ (number of employees & owners)     |
| <input type="checkbox"/> County Jail   | \$300 + | \$5.00 x ____ (number of employees & owners)     |
| <input type="checkbox"/> Community Temporary Event                             | \$100   | Per Booth - 1st Day (do not add application fee) |
| Event Name: _____  |         | + \$30 for each additional day                   |
| Event Location: _____  |         |  |
| Event Date & Time: _____   |         | List of Food to be Prepared/Sold: _____          |
| License Plate of Trailer: _____  |         | _____  |
| <input type="checkbox"/> Re-Inspection Fee (per Re-Inspection)                 | \$125   |  |
| (includes failed new business inspections, failed regular inspections)         |         |  |
| <input type="checkbox"/> Late Fee  | \$100   |  |

**Total Amount Due:** \_\_\_\_\_

\_\_\_\_\_  
 Applicant Print Name

\_\_\_\_\_  
 Applicant Signature

\_\_\_\_\_  
 Date





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## Commissary Approval Form

Name on Vehicle/Kiosk: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Phone Number of Owner: \_\_\_\_\_

License Plate #: \_\_\_\_\_ VIN #: \_\_\_\_\_

I certify that the information provided on this application is true and correct. I furthermore understand that providing false or fictitious information will render this application invalid. I agree to abide by all the policies, rules, and regulations set forth by the department. Failure to comply may result in suspension of the permit imposition of a fine or both.

Signature of Vehicle/Kiosk Owner \_\_\_\_\_ Texas Driver License # \_\_\_\_\_ Date of Birth \_\_\_\_\_

### Commissary Information

Commissary Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip Code

I understand the following services may be performed at my commissary by the above vehicle/kiosk:

- Have access to the facility at all times. If limited, access hours are: \_\_\_\_\_
- Have access to inside preparation facilities.
- Wash out the truck/cart above a floor drain.
- Wash, rinse, and sanitize all food contact surfaces.
- Fill with fresh water
- Store excess product
- Store products requiring refrigeration.
- Mobile vehicles are to be stored inside the commissary overnight.

Commissary Owner's Name (as it appears on TX Sales and Use Tax Permit): \_\_\_\_\_

Commissary Owner's Signature: \_\_\_\_\_

COMMISSARY OWNER'S SIGNATURE MUST BE NOTARIZED IF THE COMMISSARY OWNER IS NOT PRESENT WHEN APPLYING.

Subscribed and sworn before me, this the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary

### Notary Seal

\_\_\_\_\_  
Commission Expires

\_\_\_\_\_  
Printed Name of Notary

**Note: ALL COMMISSARIES MUST BE PRE-APPROVED PRIOR TO THE PERMITTING PROCESS.**

<i>For Office Use Only</i>
Permit #: