

WHAT ARE THE REQUIREMENTS TO OPERATE A MOBILE FOOD SERVICE?

Interested in providing food for community events or celebrations in more than one location? Or maybe you are interested in using a vehicle or trailer to sell food. This guide will help you with food code requirements to keep food safe and sanitary.



PERMITS AND FEES – A health permit is required for any mobile unit serving potentially hazardous foods. (A permit is not required for vendors serving only pre-packaged, non-potentially hazardous foods such as chips or candy). A permit must be obtained prior to any food transaction and it must be renewed annually. The health permit shall be prominently posted on the mobile unit.

Fees vary from \$150 -- \$400 a year depending on the risk category assigned to the mobile unit. Please note that City of Champaign and Urbana food license fees also apply.

PRE-OPERATING INSTRUCTIONS – Mobile food vendors are required to have a pre-opening inspection before a health permit is issued.

MENU - Home preparation of foods is not allowed. The Champaign-Urbana Public Health District/Champaign County Public Health Department may prohibit the sale of some or all potentially hazardous foods or prepared foods. Provide a list of menu items.

COMMISSARY - A commissary is a base of operation where food and supplies are kept, handled, prepared, packaged or stored as required. The commissary may also require a health permit. If you are not using your own commissary, provide a written and signed agreement that allows you to use another permitted establishment.

DIAGRAM(S) – Provide a scale diagram of the top view of the mobile unit. Show the layout of equipment and supplies, e.g., hand sinks, refrigerators and hot dog cookers. Additional diagrams showing back and side views may be required. Photographs are very helpful.

Required items:

- Overhead coverage
- Use of single-service items
- Smooth, cleanable surface finishes
- Protection of food from customers
- Garbage containers

If water is required:

- Hand sinks
- Plumbing diagram of fresh and waste water systems

WATER SYSTEM – The mobile unit shall have a potable water system under pressure. Provide capacity of fresh water tank, water heater specifications, water pump and water tubing/pipe specifications.

WASTE WATER SYSTEM – Liquid waste shall be stored in a permanently installed retention tank that is of at least 50 percent larger capacity than the water supply tank. Where will you discharge the liquid waste?

SERVICE - Counter-service openings shall not be larger than necessary for the particular operation conducted. These openings shall be provided with tight-fitting solid or screened doors or windows or shall be provided with fans installed and operated to restrict the entrance of flying insects. Counter-service openings shall be kept closed, except when in actual use.

WRITTEN OPERATING PROCEDURES – Provide hours of operation and proposed route.

APPLICATION – A fully completed health permit application must be submitted and approved before a health permit will be issued.

CERTIFIED FOOD HANDLER – You must provide proof of at least one Certified Food Protection Manager prior to your health permit being issued. This applies to Category 1 and 2 mobile units.

REMEMBER –

- Keep cold foods cold (41°F. or less).
- Keep hot foods hot (135° or above).
- Thoroughly cook foods.
- Use an appropriate, accurate and sanitized metal-stem thermometer.
- No leftovers.
- Separate, don't cross-contaminate!
- Clean and sanitize equipment and utensils.
- Healthy workers.
- Hygienic workers.
- Wash hands!!



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