

# MOBILE FOOD SERVICE OPERATION

## Facility Review Basic Requirements

The following facility review materials shall be submitted to this office for review and approval prior to licensing a mobile food service operation.

1. Detailed Floor Plan Drawing of the Entire Operation which shows the layout, proposed equipment locations, service windows, lighting fixtures, counters, etc.
2. A list of surface finishes for the floor, walls, and ceiling.
3. A complete detailed menu of food and beverage items proposed to be sold.
4. Manufacture and model numbers, including equipment specification sheets, for all equipment proposed to be installed in conjunction with the mobile unit.
5. A list of food and beverage suppliers (including ice if applicable)
6. Identify your water supply source. If the mobile unit will be supplied with non-municipal water supply, a water sample will be required prior to licensing.

### Basic Requirements (may not be limited to the following):

#### 1. Water Supply and Waste Removal

- Hot (at least 110F) and cold water under pressure shall be provided
- Backflow prevention device (ASSE 1012 or ASSE 1024)
- Potable water hose of adequate length and/or fresh water holding tank
- Waste water holding tank (built-in or portable)

#### 2. Required Sinks

- Three (3) compartment sink (with compartments large enough to immerse the largest piece of equipment to be manually washed)
- Hand wash sink

#### 3. Surface Finishes

- Floors- Smooth, durable, non-absorbent, and easily cleanable
- Walls- Smooth, durable, non-absorbent, and easily cleanable (i.e. FRP board, Glass board, Painted with semi-gloss or gloss paint)
- Ceiling- Smooth, durable, non-absorbent, and easily cleanable (i.e. FRP board, Glass board, Painted with semi-gloss or gloss paint)
- Base Coving- A cleanable base cove at the floor and wall junctures

#### 4. Equipment

- Specification sheets must be submitted for all new or used equipment
- Indicate whether the equipment is new or used
- All food service equipment shall be recognized by an equipment testing agency.
- Acceptable Equipment Testing Agency Logos Include the Following:



#### 5. Signage

- Exterior identification on the mobile unit shall include:
  - Name of operation  
(Lettering measuring at least three inches high and one inch wide)
  - City of origin  
(Lettering measuring at least three inches high and one inch wide)
  - Telephone number including the area code

Wayne County Health Department has thirty (30) days in which to complete the initial review submitted plans in accordance with rule 3701-21-03 of the Ohio Administrative Code.

In order to expedite the facility review process, it is strongly recommended that you meet with a food safety program Environmental Health Specialist prior to actual construction and/or installation of equipment to make sure you are on the right track to compliance.

Name of Operation: \_\_\_\_\_

Address of Operation: \_\_\_\_\_

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

Email Address: \_\_\_\_\_

Name of Applicant (Print Name): \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

**Submit Facility Review Materials:**

**Wayne County Health Department  
Environmental Health Unit  
Food Safety Program  
428 West Liberty Street  
Wooster, OH 44691  
330-264-2426**



**Public Health**  
Prevent. Promote. Protect.