



Mobile Food Unit Application Guide

Use this helpful guide as you complete your Mobile Food Unit Application

Applicant Information

- ❖ This information is critical for us to have so we may contact you via mail, phone, and email.
- ❖ If you plan to bring an interpreter to the construction visits please add this person's name and phone number underneath your email address.

Checklist

- ❖ A commissary form can be found at <http://www.wakegov.com/food/healthinspections/rules/Pages/default.aspx>
- ❖ Your commissary form will be given to a field inspector to evaluate if it can support your mobile food unit. A commissary must have at least one shelf in the refrigerator, freezer, and dry storage area for your use. These areas must be clean, labeled, and free of restaurant storage. Evaluation will be delayed if the storage area is not addressed.
- ❖ Food Equipment Layout drawn to scale such as 1/2" = 1 foot. It is recommended that a professional draw the food equipment layout, plumbing schematic, and electrical schematic.
- ❖ Remember to label *both* the Food Equipment Layout and Manufacturer Specification Sheets with corresponding numbers (see application-bottom of page 2).
- ❖ Checks must be addressed to Wake County Environmental Services.

Commissary Information

- ❖ A commissary is required and provides daily support for a mobile food unit. The mobile food unit must be physically taken to the commissary *each day of operation for servicing, cleaning, and supplies.*

Application Submittal Information

- ❖ Applications can be mailed or hand delivered. Due to the coordination of payment and the large volume of supporting documentation, it is not recommended that an application be faxed.

Operation

- ❖ This information is required so the field inspector will know where you will be initially operating after permitting..
- ❖ It is recommended that you check with the Zoning Department in the municipality where you want to work. Some municipalities have restrictions concerning the operation of mobile food units. Also, some may require privilege licenses.

Finishes

- ❖ Floors (except for antislip), walls and ceilings shall be designed, constructed, and installed to be smooth, nonabsorbent, and easily cleanable.
- ❖ Utility service lines and pipes may not be unnecessarily exposed.

Water Storage Tank

- ❖ The water storage tank and appurtenances shall be made of safe, durable, and non-absorbent materials and finished to have a smooth, easily cleanable surface.
- ❖ A food grade potable "drinking water safe" water hose must be provided and be of adequate length to extend from the water supply (at the commissary) to the exterior fill inlet on the mobile food unit.
- ❖ The food grade potable water hose must be storage in a protected area.

Sewage Storage Tank

- ❖ The sewage storage tank must be 15% larger capacity than the water storage tank.
- ❖ The sewage discharge hose must be of adequate length to extend from the sewage outlet on the mobile food unit to the approve sewage disposal drain at the commissary.

Generator

- ❖ A generator is required in order to maintain refrigeration at proper temperature during travel regardless of the distance traveled.
- ❖ The generator will be tested to ensure it is powerful enough by having all electrical equipment running at the same time. Equipment may include lighting, water pump, hood fan, cooking and hot holding equipment, air conditioning, refrigeration, etc.

Utensil Washing

- ❖ At least a single compartment sink with integral drain boards and backsplash is required. The sink compartment must be large enough to submerge your largest utensil. Average sink compartment size is 18 length x 18 width x 14 deep.

Hand sinks

- ❖ Each hand sink must have a soap dispenser and a paper towel dispenser in the *immediate* vicinity. Splashguards may be required.

Lighting

- ❖ Lighting must be shielded and the light fixture itself must be smooth and easily cleanable.

Food Service Equipment List

- ❖ As you are listing your equipment here make sure to write the corresponding number on the manufacturer specification sheet.
- ❖ Remember to list all cooking equipment (grills, fryer, flat top, etc.), utensil sinks, refrigeration (refrigerator/freezer), hot holding equipment (steam table, heat lamps, etc.), hot transportation equipment, food service equipment stands, hand sinks, etc.

Raw/Undercooked Food

- ❖ Code now allows the service of raw and undercooked food. Eggs cooked to order and rare hamburgers are examples of food served rare or undercooked. However, additional documentation and proper notice to the public must be posted for this option.

Preparation of Menu Items

- ❖ Providing several examples is the best way to explain what is needed for this part of the application.
 - Example One: Egg Drop Soup
Egg Drop soup will be made from scratch every morning in the commissary and placed in hot transportation equipment (ie. cambro). At sales location, soup kettle will be preheated and soup will be transferred from hot transportation equipment to soup kettle. Leftover soup will be discarded at the end of the day.
 - Example Two: Turkey Sandwich with Bacon, Lettuce, and Tomato
Lettuce and Tomato will be washed and cut in commissary. Turkey will be purchased precooked/presliced from local food distributor. Bacon will be cooked in commissary. Sandwiches will be made to order at sandwich refrigeration unit. Store bought hoagie rolls will be used. Condiments such as mustard, mayo, pepper during preparation by employee.
 - Example Three: Grilled Chicken Breast on Rice Pilaf
Skinless boneless chicken breasts purchased from local food distributor. Chicken is marinated overnight in commissary and transferred to precooled mobile food unit refrigerator each morning. Rice is cooked each morning in commissary and placed in hot transportation equipment (ie. cambro). At sales location steam table is preheated and rice is transferred from hot transportation equipment to steam table. Ten chicken breasts are grilled at a time on mobile food unit flattop grill and placed in steam table. Leftovers will be discarded at the end of the day.
 - Example Four: Blackberry Tea
Blackberry Tea will be made from powder form in commissary and then transported to mobile food unit in a dispenser (ie. cambro drink transporter). Lemons will be washed and sliced in commissary. Sliced lemons will be placed in sandwich refrigerator in mobile food unit. Ice bin in mobile food unit will be filled with ice from ice machine in commissary. Upon each order, employee will fill plastic cup with ice and fill with blackberry tea. A lemon slice will be added on the top of the cup.