



DEPARTMENT OF ENVIRONMENTAL HEALTH
CONSUMER PROTECTION DIVISION

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MOBILE FOOD FACILITY (MFF) SELF-INSPECTION CHECKLIST

Permit decals are issued during the scheduled initial permit and annual permit renewal inspections. Vehicles are not permitted to operate without a valid permit. To schedule a permit renewal inspection, please submit the commissary agreement form(s), route sheet, and a copy of the menu and vehicle registration.

Please arrive on time for your inspection with all hot and cold holding equipment in operation. If you are 15 minutes late, you may be asked to reschedule. Failure to meet the requirements listed below may result in a delay in permit issuance. Please be prepared to wait in the event the inspection prior to your appointment runs longer than expected.

Your inspection is scheduled for: _____ Time: _____

MOBILE FOOD FACILITY Requirements:	
	Approved <i>active mechanical refrigeration capable</i> of maintaining cold foods 41°F or below at all times. Cold plates are not permitted in refrigerators storing potentially hazardous foods. Only freezers storing prepackaged frozen ready-to-eat foods are permitted to have cold plates.
	Hot holding equipment capable of maintaining hot foods at or above 135°F.
	Adequate supply of hot (120°F minimum) and cold running water of adequate pressure available at unobstructed and accessible 3-compartment sink.
	Adequate supply of warm (100°F minimum) and cold running water of adequate pressure available at unobstructed and accessible handwash sink.
	Soap and paper towels in dispensers at the handwash sink. A wall-mounted paper towel dispenser is required.
	Free of vermin infestation and free of dead insects/rodents/droppings.
	Approved sanitizer with appropriate test strips available for wiping cloths, food service utensils and equipment. Use chlorine (unscented bleach) or quaternary ammonium (QUAT). Wiping cloth sanitizing buckets/pails and a clean supply of wiping cloths.
	Accurate thermometers in all refrigeration units and hot holding/warming units.
	All food obtained, stored and prepared at an approved food facility. No food or equipment is to be prepared or stored at home.
	All drain lines free of leaks and connected to wastewater tank.
	Waste lines equipped with proper cap and valve assemblies.
	Protective screen (filter), cap and valve for water inlet.
	Mechanical ventilation equipment in good operating condition and equipped with approved baffle filters.
	All seams, holes, and gaps are sealed, smooth and easily cleanable.
	Cutting boards are smooth, durable, easily cleanable and non-absorbent.
	Identification is permanently affixed on the consumer side and letters/numbers are contrast with the background: <ul style="list-style-type: none"> • Business name in text at least 3 inches in height • Permit Holder name (if different from business name) in text at least 1 inch in height • City, state and zip in text at least 1 inch in height <p>*Motorized mobile food vehicles and mobile support units must have identification on both sides.</p>

