



# **Mobile Food Unit Permit Application Process and Guidance Documents**

City of San Angelo  
Environmental Health  
72 W. College  
San Angelo, TX 76903  
325-657-4493

# Checklist

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The following paperwork is required and must be submitted to the Environmental Health Division along with the Application and Risk Assessment forms before a mobile health permit will be issued:

- Valid Texas Driver's License
- Current Vehicle License Plate and Registration, and Proof of Vehicle Insurance
- Proof of Texas Sales and Use Tax permit.
- Restroom Agreement
- Commissary Agreement
- Certified Food Protection Manager Certification / Card

The Mobile Food Unit Requirements, Guidelines and Agreements section of this document shall be read at length as it describes additional requirements that must be met prior to issuing a permit.

In addition to the City of San Angelo requirements and Code of Ordinance, refer to the Texas Food Establishment Rules (TFER) for their requirements regarding Mobile Food Establishments at <https://www.dshs.texas.gov/foodestablishments/>

## **MOBILE FOOD UNIT REQUIREMENTS, GUIDELINES AND AGREEMENTS**

All mobile food units (MFU) servicing food and/or drink in the City of San Angelo must be inspected and permitted by the Health Inspector prior to operating. Mobile food units shall comply with the requirements of the Texas Food Establishment Rules, §228.221 and applicable sections. The regulatory authority may impose additional requirements to protect against health hazards related to the conduct of the MFU.

The following requirements shall be met and verified by the Health Inspector, and all applicable forms submitted, prior to obtaining a permit. The application packet, which includes all forms submitted to the Health Inspector and/or Health Office will also be forwarded to Zoning & Planning, Permits & Inspections and Fire Prevention (Fire Marshall) Divisions. If there are additional questions or concerns, someone will contact you for clarification or additional requirements to be met prior to obtaining a permit.

1. Valid Driver's License
2. License plate and state inspection must be current on mobile food unit.
3. Proof of Vehicle Insurance.
4. Proof of Texas Sales and Use Tax permit current.
5. Post business name on each side of the vehicle with a minimum of 4 inch letters.
6. Wastewater tank with cap must be sized with a minimum capacity of 15% larger than potable water tank's capacity;
7. All water tanks must be permanently mounted to unit;
8. Wastewater tank clean-out valve must be located on the exterior of unit; diameter of clean out must be 1" in diameter or larger and may not be the same size as clean water fill-up valve; clean-out valve must be located at height below clean water fill up valve;
9. A splash guard may be required between hand sink and ware washing sink to prevent possible contamination;
10. Water heating device must be present and secured in unit;
11. Hand wash sink must be present with soap and towels present and available for convenient use;
12. A 3-compartment wash sink must be present and the fill faucet must be able to reach all compartments for filling; compartments capable of holding water; compartments must be large enough to fully submerge all food contact wares requiring washing;
13. All sinks / mobile unit must have hot and cold running water under pressure;
14. All lighting must have protective covers or shields in place to prevent contamination from possible breakage;
15. A mechanical cooler/refrigerator (cold hold unit) must be present. It is highly recommended that unit is equipped with commercial refrigeration unit. (residential refrigeration units often lack the capability to maintain food items at appropriate temperature in the operating environment – 41 degrees or below);

16. Hot hold units must be present and shall maintain a food temperature at 135 degrees or above;
17. All interior surfaces must be constructed of smooth, durable, easily cleanable, non-absorbent materials; must be in good repair;
18. No physical conditions shall exist which may pose a risk to food or personal safety (floors, walls, ceiling, etc.);
19. Clean Water Tank Fill Valve must be located on exterior of unit; fill valve must be located at height above waste water clean-out valve; fill valve may not be the same size as wastewater clean-out valve;
20. Trash receptacles must be available Inside the unit, AND, Outside the unit for customer trash; tight fitting lids to keep trash from flying and causing litter; large enough to accommodate waste generate by the unit and the customer;
21. Unit must be readily moveable and shall **demonstrate mobility every year prior to renewal of permit**; must bring to City Hall offices for Fire Prevention and Health Inspection for final pre-inspection and prior to operating; permits or renewal permits will be issued after this and all other requirements have been met.
22. Each mobile food establishment/vendor is required to operate from an approved commissary and report daily for all supplies, cleaning and servicing operations. Permit holder must maintain a log of visits to the approved commissary. See ***Commissary Agreement*** form and ***Commissary Visits Log*** form and ***Central Preparation Facility (CFP) / Commissary and Servicing Area Guidance*** document.
23. See ***Mobile Food Establishment Inspection Checklists*** for additional requirements.
24. Vehicles are not permitted to be stored at home and must park at commissary when not in use.

Employees working in the Mobile Food Establishment must:

1. At least one employee must be a registered Certified Food Manager and certification must be obtained prior to issue of permit; all other employees must be Certified Food Handler, see ***Food Protection Manager and Food Handler Requirements*** for more information;
2. Wear clean outer clothing and hair restraints, smoking and drinking are prohibited;
3. Have access to restroom facilities that are located within 100 ft. where the food unit will be operating for one hour or more. See ***Use of Restroom Agreement*** form.

## **GUIDELINES / ADDITIONAL INFORMATION:**

**Mobile Food Vendor** means a person who:

- 1) Travels by any conveyance or walks from place to place transporting food and offering the same for consumption with or without charge.
- 2) Without traveling from place to place, offers food for consumption with or without charge from any conveyance.

The term does not include persons making deliveries of food from food establishments operated by them or their employer to another food establishment nor does it include persons who cater\* food from a food service establishment operated by them or their employers.

\*The difference between *caterer* and a *mobile food vendor* is that a caterer sells, prepares, or delivers food that has been requested or ordered in advance. A mobile food vendor on the other hand sells, prepares, or delivers food that was not previously ordered. (Unsolicited sales)

All vehicles must have current State of Texas license and inspection.

## **CENTRAL PREPARATION FACILITY (CFP) / COMMISSARY AND SERVICING AREA GUIDANCE:**

Mobile Food Units (MFU) shall operate from a CFP/Commissary & servicing area, considered as the base of operation for most types of mobile food units and shall report to such location daily for supplies and for cleaning and servicing operations. TFER 228.221 (b)(1)

CFP/Commissaries are a base of operations for most types of mobile food units. Each MFU is required to operate from an approved CFP/Commissary and report daily for all supplies, cleaning and servicing operations. A CFP/Commissary is an approved site at which food preparation, storage of supplies and unit, and cleaning occurs. This site is to be fully equipped according to the Texas Food Establishment Rules and is to be regularly inspected.

A CFP/Commissary and servicing area must be operated in compliance with Subchapter F and Subchapter H of TFER. A copy of the current permit and most recent inspection report for the CFP/Commissary and servicing area that will be used by the MFU must be provided to the regulatory authority with the MFU application as provided in TFER 228.221(a)(4)(C).

The scope and frequency of services provided by both the servicing area and the MFU unit must be determined at the time of plan review and included in the application and must be based on the:

- Menu;
- Frequency of the MFU operation;
- Limitations of the MFU and the CFP/Commissary and servicing area;

- How often the MFU will be returning to the Servicing Area (a minimum of once per day)

Depending on the needs of the mobile unit, CFP/Commissaries may have different services available. In general, CFP/Commissaries & servicing areas are used to carry out the following:

- Food storage
- Food preparation (cutting, slicing, chopping to name a few)
- Fresh water supply using a food grade water hose system
- Mobile unit cleaning facilities
- Ware washing facilities
- Garbage disposal
- Grey water and grease disposal
- Chemical storage
- Mobile unit storage

The CFP/Commissary and servicing area shall be a fixed establishment – not a temporary establishment, nor a mobile type establishment. Again, the CFP/Commissary and servicing area may provide a variety of services to the MFU such as: storage and/or preparation facilities for food products (including refrigeration and cooking facilities); the supply of potable water; the availability of adequate plumbing connections (RV Dump Station) for waste water disposal and waste grease disposal containers; storage and ware washing facilities for equipment and utensils; storage and maintenance of other supplies; linen service, personnel resources and parking of the MFU when not in operation, fumigation of the MFU, and cleaning of outside unit. The CFP/Commissary and servicing area must be of such size and scope as to accommodate its own operation, as well as those of the MFU.

At a minimum:

- Outdoor walking and driving areas shall be surfaced with concrete, asphalt or gravel or other material to minimize dust. The exterior surfaces shall be of weather-resistant materials. Areas and enclosures used for storage maintained outside of the facility shall be on non-absorbent material such as concrete or asphalt, smooth and easily cleanable; the enclosure must also be durable and cleanable. All areas must be kept clean.
- Indoor floors, walls and ceilings must be smooth, durable and easily cleanable, also of non-absorbent material. No carpet or the likes of such as these are absorbent material.
- Indoor physical facilities will adhere to the minimum TFER guidelines:
  - Utility services lines and pipes may not be unnecessarily exposed; any exposed shall be installed as to allow un-obstructed cleaning of the floor; lines/pipes may not be installed on the floor.

- Floor and wall junctures shall be coved and closed.
- Light bulbs shall be shielded, coated, or otherwise shatter-resistant in areas where there is exposed food, clean equipment, utensils and linens and unwrapped single service or single use articles.
- Heating, ventilating and air conditioning system vents are designed and installed so that make-up air intake & exhaust vents do not cause contamination of food, surfaces and equipment.
- Insect control devices must not be installed over any food preparation areas.
- Toilet rooms are completely enclosed and provided with tight-fitting, self-closing doors. Toilet is accessible to employees at all hours.
- Outer openings are protected against entry of insects & rodents by:
  - Filling or closing of holes and gaps of floors, walls & ceilings
  - Closed, tight-fitting windows, &
  - Solid, self-closing, tight-fitting doors
- Overhead protection for supplying, off-loading of food or equipment, cleaning, or servicing of the MFU must be provided by the servicing area.
- Hand wash sink(s) shall be made available.
- Mop sink shall be made available for servicing/cleaning of the MFU.
- If MFU generates grease or oil containing wastewater, then it must be disposed of properly and shall not be dumped onto the ground surface or into the sanitary sewer system; disposal must be into an approved grease interceptor.

The CFP/Commissary area can be as simple as a storage location for packaged food, or something as complex as a commercial site housing many MFU's, however, the complexity will depend on the type of MFU and the number of MFU's it is providing service to. As stated prior, the scope and frequency of services provided by both the servicing area and the MFU unit must be determined at the time of plan review. The area used only for the loading of water and/or the discharge of sewage and other liquid wastes need not be covered by overhead protection if the water is transferred through the use of a closed system of hoses. The location for the flushing and drainage of liquid wastes shall be separated from the location provided for potable water servicing and for the loading and unloading of food and related supplies to prevent cross contamination.

The CFP / servicing area may be owner/operated by you, or you may obtain permission from existing establishments to use their kitchens as your commissary. If you are using someone else's establishment, you must furnish written proof of permission from the establishment's owner/operator. For your convenience, a pre-written permission statement is included with the mobile food vending permit application. A signed Central Preparation Facility / Servicing Area agreement is required for each unit at the time of initial permitting AND at permit renewal (annual permit renewal) or any time during the year your base of operation changes.

In addition, the permit holder must maintain a log of visits to the approved CFP / servicing area. The log must be written in permanent, waterproof ink, and maintained within the mobile unit at all times. Logs will be requested on a random basis. Attached to the application is a copy of the log for your use.

Also, the permit holder must obtain a Use of Restroom Agreement for Mobile Food Units, if applicable; a copy is also included with your application packet. A signed Restroom Agreement is required for each unit at the time of initial permitting and at permit renewal (annual permit renewal)

Again, depending on the needs of the mobile unit, CFP / servicing areas may have different services available. In general, CFP / servicing areas are used to carry out the following:

- Food storage
- Food preparation (cutting, slicing, chopping to name a few)
- Fresh water supply using a food grade water hose system
- Mobile unit cleaning facilities
- Ware washing facilities
- Garbage disposal
- Grey water disposal
- Chemical storage
- Mobile unit storage

State law prohibits you from using your home as your CFP/Commissary & servicing area, and you may not store any food, nor wash any utensils in your home kitchen or store food overnight in the mobile food unit. Mobile food units equipped with water and wastewater retention tanks must be serviced daily.

Waste water from Mobile Food Units must be disposed of into an approved sewer system. If the unit generates any oil or grease containing waste water, disposal must be into an approved grease interceptor (grease trap).

**Pushcart** means a non-self-propelled mobile food unit which can be easily pushed or pulled by one person. Such units are limited to serving non-potentially hazardous food or potentially hazardous foods requiring a limited amount of preparation as authorized by the Health



Department; equipment needs such as mechanical coolers / refrigerators may be replaced by ice wells which are usually in place in such pushcarts.

**Restricted mobile food vendor** do not require a permit. A mobile food vendor that offers **only** prepackaged food that is non-potentially hazardous and does not require temperature control does not require a health permit. Prepackaged ice cream and prepackaged ice products are self-destructing if temperature is not maintained; therefore, they also do not require a permit.

**Unrestricted mobile food vendor** means a mobile food vendor offering or preparing food that requires temperature control.

**Permits** for unrestricted mobile food vendors must be obtained before operating inside the city limits of San Angelo. Permit applications can be obtained at the Health Department at 72 W. College 2<sup>nd</sup> floor, San Angelo, Texas from 8:00 a.m.-12:00 p.m. & 1:00 p.m.-5:00 p.m. or on the web at <http://www.cosatx.us/departments-services/health-services>. Permits expire annually on January 31st, and must be renewed at that time or when there is a change of ownership or CFP / servicing area, as that is your base of operations/business location. See **Food Service Permit Renewal / New Permit Application** and **Risk Assessment** forms.

**NOTE: A copy of the food permit must be prominently displayed and easily viewable from the street during operating hours.**

**Note:** The purpose of this document is to provide only basic information and answer commonly asked questions.

When your mobile vending unit meets all of the requirements, call 657-4493 to schedule an appointment for the vehicle to be inspected. Inspections for new mobile food unit permits are made by appointment only. If the unit passes the inspection, a permit will be issued. If the unit does not meet the requirements, an additional inspection will be made at no additional cost to the applicant.

Inspections for renewal mobile food unit permits are performed during the month of January, Monday through Friday in the City's parking lot behind 122 W. 1<sup>st</sup> Street, also by appointment. Renewal permit applications and mobile food units must be brought in yearly to satisfy the readily moveable requirements of the Texas Food Establishment Rules (TFER), Subchapter H, §228.221 and must be fully operational to pass the inspections of the Environmental and Fire Marshall's offices.

Items required for Inspection are:

1. Power source (i.e. generator). Power is not provided at the inspection site.
2. Water (must fill tanks at commissary prior to inspection). Water is not provided at the inspection site. Note: We recommend filling tank(s) the morning of the inspection to assist with preventing freezing.
3. If the mobile unit has a ventilation hood, it is required to hold a piece of paper.

4. Bring your food grade hose (if applicable), thermometer, soap, paper towels, sanitizer, and test strips.
5. Post business name on each side of the vehicle with a minimum of 4-inch letters.

**Permits issued are non-transferrable upon change of ownership and/or location of Central Preparation Facility / Commissary and Servicing Area or mobile food unit; a new permit must be obtained in these situations.**

## **CITY ORDINANCE, CHAPTER 7: HEALTH & SANITATION**

### **Sec. 7.06.005 Mobile food establishments**

(a) A mobile food establishment must comply with all the requirements of section 228.221 of the Texas Food Establishment Regulations.

(b) In addition, a mobile food establishment shall comply with the following additional regulations:

(1) A mobile food establishment shall not operate from the same location for more than three consecutive days.

(2) A mobile food establishment may utilize a temporary electrical hookup but shall not have a permanent connection to electricity.

(3) If a mobile food establishment operates from a stationary location, restroom facilities must be available within 100 feet of the establishment.

(A) Restroom facilities shall have a properly connected flush toilet, hot and cold running water, soap and towels.

(B) If the restroom facilities are not owned by the operator of the mobile food establishment, the operator must have written permission from the owner of the restroom facilities to use the facilities.

(4) A mobile food establishment shall be serviced from its central preparation facility at least once per week or more often if necessary to empty waste tanks and refill with potable water. The operator of a mobile food establishment shall keep a log of servicing at the central preparation facility.

## **Food Protection Manager and Food Handler Requirements;**

Based on the Texas Food Establishment Rule, the permit holder or person-in-charge must be present at the food establishment during all hours of operation. In addition, the permit holder or person-in-charge must be a certified food protection manager through an Accredited Program.

Based on TFER 228.33 Certified Food Protection Manager and Food Handler Requirements:

- (a) At least one employee that has supervisory and management responsibility and the authority to direct and control food preparation and service shall be a certified food protection manager who has shown proficiency of required information through passing a test that is part of an accredited program.
- (b) The original food manager certificate shall be posted in a location where it can be seen by the public.
- (c) At least one certified food manager must be employed by each food establishment.
- (d) All food employees shall successfully complete an accredited food handler training course within 60 days of employment.
- (e) The food establishment shall maintain on premises a certificate of completion of the food handler training course for each food employee.

### **Accredited Courses:**

#### **Classroom setting for Food Handler and Food Manager Courses:**

Tom Green County Extension Agency  
113 W. Beauregard  
659-6522

**For a list of DSHS approved Online sites, visit the links below:**

Food Handler Certification:

[Licensing of Food Handler Training Programs | Texas DSHS](#)

Food Protection Manager Certification:

[Licensing of Certified Food Manager Training Programs | Texas DSHS](#)



**SAN ANGELO – TOM GREEN COUNTY ENVIRONMENTAL HEALTH SERVICES  
PUBLIC SANITATION AND RETAIL FOOD SAFETY GROUP  
MOBILE FOOD UNIT INSPECTION CHECKLISTS**

This checklist provides a list of requirements necessary for the approval of a Mobile Food Establishment operating within the jurisdiction of the San Angelo-Tom Green County Health Department. Mobile food establishments 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 of contact the Environmental Health Office at (325)657-4493 or visit our website. This checklist must be completed for all mobile units and a photograph of the mobile unit must be submitted to the Office with the inspection report upon approval for permit.

License/File# \_\_\_\_\_ Establishment Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address \_\_\_\_\_ Permit pending: Yes / No (circle one)

Meets Requirements     Does not meet requirements     Photos Attached    License Plate #: \_\_\_\_\_

		YES	NO	N/A
1	Liquid Waste Retention Tank provided and Capacity at least 15% larger than the potable water storage tank, permanently installed, sloped to drain and labeled "wastewater".			
2	Potable Water from an Approved Source (If obtaining water from a public water system, no testing is required/if obtaining from PRIVATE water supply, compliance with Subchapter J, regarding private water supply testing, required)			
3	Hot and Cold running water under pressure provided to all sinks.			
4	Handwash Sink provided, conveniently located and accessible.			
5	Soap, paper towels, detergent and sanitizing chemicals provided.			
6	Three compartment sink provided. Large enough to clean largest equipment / utensil.			
7	Equipment for hot holding and cold holding, adequate to maintain Time / Temperature Control for Safety (TCS) foods at required temperatures.			
8	Food products obtained from an Approved Source.			
9	A Servicing Area provided for cleaning, supplying, loading of water, discharge of sewage and solid waste disposal.			
10	A Certified Food Manager employed when TCS foods prepared.			
11	Central preparation or storage facility licensed and operated according to Texas Food Establishment Rules (When Required). Most recent inspection available for review.			
12	Single Service articles provided and used.			
13	Potable water tank provided and used.			
14	Potable water inlet equipped with a hose connection of a size or type that prevents its use for any other purpose, is labeled "potable water", and provided with a 1/4-inch or less inlet connection.			
15	Potable water distribution pipes or tubing constructed and installed in accordance with public health and plumbing standards.			
16	Liquid waste servicing connection is different size than the water connection. Liquid waste connection labeled.			
17	Effective Control Measures used for insects, rodents and environmental contaminants. Installed screening at least 16 mesh to the inch.			
18	Mobile Food establishment constructed of corrosion resistant, durable materials.			
19	Mobile Food establishment has easily cleanable, non-absorbent floors, walls and ceilings.			
20	Counters and tables designed for durability and are easily cleanable.			
21	Equipment installed so that it is easily cleanable and is in clean, sound condition.			
22	Facilities / trash receptacles are provided Inside and Outside Unit for solid waste storage that is easily cleanable and covered.			
23	Mobile unit readily movable.			
24	Designated locations for employees to eat, drink, use tobacco, and store personal items.			
25	Toilet rooms conveniently located and accessible to employees during all hours of operation.			
26	Menu Provided.			

Additional Comments:

Inspected By: \_\_\_\_\_ Received By: \_\_\_\_\_

Environmental Health - February 21, 2018

# FORM EXAMPLES:

CITY OF SAN ANGELO \* ENVIRONMENTAL HEALTH SERVICES \* 72 W. College, San Angelo, TX 76903  
Phone (325) 657-4493 Fax (325) 657-4553

## FOOD SERVICE PERMIT NEW PERMIT / RENEWAL APPLICATION (MUST COMPLETE)

**NOTE: This form must be filled out completely.** Application does not guarantee that a permit will be granted. Permit approval is based upon compliance with state and local health ordinances. Contact Environmental Health Services for further details regarding permit application procedures.

1. **Establishment Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Establishment Address:** \_\_\_\_\_ **Zip:** \_\_\_\_\_  
**Days & Hours of Operation:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_
  
2. **Owner's Name (not Manager):** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Date of Birth:** \_\_\_\_\_ **Drivers License Number/State:** \_\_\_\_\_  
**Residence Address:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_  
**AND**  
**Corporation's Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Business Address (if different from establishment):** \_\_\_\_\_ **ZIP:** \_\_\_\_\_
  
3. **Mail Permits/Renewals to:** \_\_\_\_\_  
**Mailing Address:** \_\_\_\_\_ **Zip:** \_\_\_\_\_
  
4. **Type of Establishment:** ( ) Restaurant/ Delicatessen, ( ) Tavern/Bar, ( ) Child Care, ( ) Mobile Vendor  
( ) Hospital, ( ) School ( ) Supermarket ( ) Convenience Store ( ) Bakery ( ) Other  
**SERVICE TYPE:** ( ) Seated Service ( ) Carry out ( ) Caterer **# of ADDITIONAL SERVICE AREAS:** \_\_\_\_\_
  
5. **Mobile Units Only (list each add. vehicle on back of application, delivery only vehicles not required to list) Attach Commissary Agreement, Restroom Agreement, and any other forms applicable. Submit with application.**  
Call Police Dept. Records Division for Itinerant Merchants Permit at 657-4250.  
**Vehicle:** ( ) Truck ( ) Van ( ) Step Van ( ) Trailer ( ) Pushcart ( ) Car ( ) other (specify) \_\_\_\_\_  
**Vehicle Make** \_\_\_\_\_ **Model** \_\_\_\_\_ **Year** \_\_\_\_\_  
**Color** \_\_\_\_\_ **License #** \_\_\_\_\_ **State** \_\_\_\_\_ **VIN#** \_\_\_\_\_  
**Type of Food to be Sold** \_\_\_\_\_

### RENEWAL INFORMATION:

All permits expire January 31st. Renewal permit fees are due by January 31; therefore, application, along with Risk Form, must be completed and returned YEARLY with permit fee noted on Renewal Notice. Permit will not be issued if incomplete application and risk form are not returned. A late fee of \$25.00 applied the day after expiration date and each month thereafter. Non-profit entities are exempt from permit fee, but not from the late fee.

**NOTE: PER COUNCIL DIRECTIVE, IF YOU HAVE NOT RENEWED YOUR PERMIT BY FEBRUARY 28, WE ARE HEREBY AUTHORIZED TO CLOSE YOUR ESTABLISHMENT IMMEDIATELY UNTIL YOUR PERMIT IS RENEWED.**

### NEW PERMIT INFORMATION:

Annual permit fee is \$150.00; HOWEVER, the fee is pro-rated throughout the year. Contact office for details on pro-rated fee at the time of application.

**Permits are non-transferable upon sale, transfer of ownership/location and permit fee will not be refunded.**

**Make checks payable to:** City of San Angelo - Environmental Health

Mail application forms and fees to:

Environmental Health Services  
72 W. College  
San Angelo, Texas 76903

All of the information contained in this application is true and correct to the best of the applicant's knowledge and belief. Applicant acknowledges that the permit applied for shall be subject to all provisions of the codes and statutes and all rules adopted under the codes and statutes of the State of Texas governing food service establishment, retail food stores, mobile food units and roadside food vendors and the City of San Angelo Code of Ordinances.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Applicant



San Angelo-TGC Health Department \* Environmental Health Division \* 72 W. College, San Angelo, TX 76903  
 Phone: (325)657-4493, FAX: (325)657-4553

**RISK ASSESSMENT FORM**

Facility Name: \_\_\_\_\_ Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_ Phone: \_\_\_\_\_

Name(s) of Person(s) in charge: \_\_\_\_\_

SIGNATURE OF PERSON FILLING OUT FORM: \_\_\_\_\_ DATE: \_\_\_\_\_

Number of Additional Areas: \_\_\_\_\_ (ex. Bar, Bakery, Snack Bar, Deli, Market, etc...contains a hand wash sink and prep area)

Attach copy of a menu please, if applicable.

\*\*\*\*\*Circle the highest number that pertains from Boxes A, B, C, D, and E – Guidance on back \*\*\*\*\*

<p><b>A. Type of Food Preparation:</b></p> <p>1. Complex Preparation: (Cook/Chill/Reheat/Hold/Serve): Specialized Processes: (Smoking/Curing/Modified Atmosphere Packaging) 35</p> <p>2. Cook/Hold/Serve with same day service: 28</p> <p>3. Cook/Serve – Immediate Service: (No holding or time used as Public Health Control) 21</p> <p>4. Preparation of RTE Foods with No Cooking: 14</p> <p>5. No Preparation: 7</p>	<p>office use</p>	<p><b>D. Food Served or Sold:</b></p> <p>1. Cooked chicken, cooked ground beef, roast beef, ham, turkey, egg products, raw shellfish 30</p> <p>2. Pork, sausage, cooked rice, cooked pinto beans, won-ton, Salads (macaroni , potato , tuna ), gravy, BBQ beef and ribs, chicken fried steak, stew, egg rolls, fried 24</p> <p>3. Fish, shellfish, shrimp, beef steak, chili, tamales, enchiladas, burritos, tacos, guacamole dip, milk, cheese, cream filled pastries, fruit pies, baked potatoes, cut melons, raw seed sprouts, refried beans, cannelloni; reheated Potentially Hazardous Foods/Time &amp; Temperature Control as Safety food (precooked meat and Poultry. 18</p> <p>4. Packaged Time Temperature Control for Safety (NO PREP), Products cut or sold, shell eggs sold, cold deli meats, Luncheon meats, hot dogs, corn dogs, pizza, pasta dishes, Vegetable salads, cooked vegetables, pancakes, manicotti, Onion rings, anchovies, cakes, and cookies 12</p> <p>5. Non-Time Temperature Control for Safety (WITH PREP), ice (bagged or open handling), popcorn, snow cones 6</p>	<p>office use</p>
<p><b>B. Population Served:</b></p> <p>1. HSP/Senior Citizens/ Child Care/Immuno-compromised 5</p> <p>2. General Population 1</p> <p>3. Retail Food Store 0</p>		<p><b>E. Average # of Meals/Customers Served Per Day:</b></p> <p>1. 400+ 15</p> <p>2. 301-400 12</p> <p>3. 201-300 9</p> <p>4. 101-200 6</p> <p>5. 1-100 or Occasional Use i.e. Mobil Unit or Church 3</p> <p>Retail Food Store 0</p>	
<p><b>C. # of Employee/Volunteers Preparing Food:</b></p> <p>1. 17+ employees 20</p> <p>2. 13-16 employees 16</p> <p>3. 9-12 employees 12</p> <p>4. 5-8 employees 8</p> <p>5. 1-4 employees 4</p>		<p><b>FOR OFFICE USE ONLY</b></p> <p>Total indices circled: _____ Permit Fee: _____</p> <p>81-103 (4 times / year) Choking Poster: (52 ea) _____</p> <p>45-80 (3 times / year) Date issued: _____</p> <p>&lt;44 (2 times / year) Permit #: _____</p> <p>Seasonal/temporary (1 time/year) Receipt #: _____</p> <p>Inspector: _____</p>	

**San Angelo—Tom Green County Health Department**

Phone 325-657-4493  
72 W. College  
SAN ANGELO, TEXAS 76903



**COMMISSARY AGREEMENT**

**\*\*\*\*Please Print or Type Plainly, Incomplete Applications will not be processed\*\*\*\***

Commissary Name \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_  
(Street) (City) (State) (Zip)

The following services may be performed at my commissary:

(Check the appropriate items)

- Wash, rinse, and sanitize all food contact surfaces
- Wash out truck/mobile
- Fill with fresh water
- Storage of good/single service articles (Paper goods)
- Have use of inside preparation facilities
- Limited access to facility
- Solid Waste / Garbage Disposal
- Service area is covered
- Dispose of waste water
- Store mobile unit
- Service area has nonabsorbent Floor
- Have access to facility at all times.
- Access Hours \_\_\_\_\_

**PROVIDE A CURRENT COMMISSARY INSPECTION REPORT FROM LOCAL REGULATORY AUTHORITY**

Comments:

\_\_\_\_\_  
\_\_\_\_\_

The Food Establishment and/or Mobile Vehicle (circle applicable) listed below has permission to use my facility to perform the items checked above. I certify that this information is true and correct.

NAME OF MOBILE / FOOD ESTABLISHMENT \_\_\_\_\_

VEHICLE MAKE \_\_\_\_\_ YEAR \_\_\_\_\_ VEHICLE LIC. # \_\_\_\_\_

VEHICLE IDENTIFICATION # \_\_\_\_\_

NAME OF VEHICLE OPERATOR \_\_\_\_\_

OPERATOR'S ADDRESS \_\_\_\_\_ PHONE # \_\_\_\_\_

DATE OF BIRTH \_\_\_\_/\_\_\_\_/\_\_\_\_ DRIVER'S LIC. # \_\_\_\_\_

COMMISSARY OWNER'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_





San Angelo Environmental Health Division  
 72 West College, Room 214  
 San Angelo, TX 76903  
 325-657-4493

## Use of Restroom Agreement For Mobile Food Establishments

The Mobile Food Establishment owner/operation must ensure that approved toilet facilities are available to employees. The restroom must be readily accessible within one hundred (100') feet of the mobile food service during all times of operation and if at any one location for more than one hour.

The restroom must be provided with adequate hand washing facilities and be fully plumbed to city water and sewer (or an approved septic system). Port-a-Potty units are not allowed. Adequate hot and cold running water must be available. Thorough documentation of restroom accessibility is necessary for Permit approval. Provide documentation noting the route and exact location of the restroom. Indicate how many feet it is from the mobile food unit to the restroom. Restroom keys must be provided for employee use of the restroom if the business hours of the food service are different from the business with the restroom. (ALL these items must be addressed and documented.) Place a check next to which of the following is available at the restroom location:

- Hot water at hand-wash sink(s) at or above 100°F
- Hand washing cleanser:  Liquid  Powder  Bar Soap
- Hand drying provision:  Disposable towels  Heated-air drying device  Continuous clean towel system
- Required sign or poster which notifies food employees to "wash their hands" clearly visible
- Key accessibility to restroom (if applicable)
- Distance from food service to restroom (in feet): \_\_\_\_\_
- Food service hours of operation: \_\_\_\_\_
- If seating is provided, then a plumbed restroom allowing customer access must be available within 100 feet.

**Restroom Accessibility Information:** Name of Business: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Business Hours of Operation: \_\_\_\_\_  
 Email (if applicable): \_\_\_\_\_  
 What retail/service activity takes place at this facility? \_\_\_\_\_

**Mobile Unit/Vendor Information:** Name of Business: \_\_\_\_\_  
 Owner/Operator: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Days/Time at Restroom: \_\_\_\_\_  
 Email (if applicable): \_\_\_\_\_

\_\_\_\_\_  
 (Restroom Owner/Agent – Printed Name & Title)

\_\_\_\_\_  
 (Mobile/Vendor – Printed Name & Title)

\_\_\_\_\_  
 (Restroom Owner/Agent – Signature & Date)

\_\_\_\_\_  
 (Mobile/Vendor – Signature & Date)

This agreement between the owner/agent of the restroom and the owner/vendor of the mobile food unit operation signifies that both parties agree to the allowed use of the restroom facilities as specified. **Note that this agreement is not transferrable.** Should there be a change in ownership of either the restroom or mobile food unit owners, or should there be any modification or cancellation of this agreement between parties, then the Environmental Health Division's Food Service permit may be suspended.

Environmental/Mobiles/RestroomAgreement\_3\_22\_13





City of San Angelo  
72 W. College  
San Angelo, TX 76903

### **ACKNOWLEDGEMENTS**

I acknowledge that all the information contained in the application for Mobile Food Unit permit is true and correct to the best of my knowledge and belief.

I acknowledge that the permit applied for shall be subject to all provisions of the codes and statutes and all rules adopted under the codes and statutes of the State of Texas governing food service establishment, retail food stores, mobile food units and roadside food vendors (Texas Food Establishment Rules) and the City of San Angelo Code of Ordinances.

I acknowledge that I was provided with the "Mobile Food Unit Permit Application Process and Guidance Documents".

I acknowledge I have read the "Mobile Food Unit Permit Application Process and Guidance Documents" and understand and agree to comply fully with its provisions.

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Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

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Printed Name of Applicant \_\_\_\_\_ Date \_\_\_\_\_