

# MOBILE FOOD OPERATION

## Information Packet



### HANCOCK PUBLIC HEALTH

2225 Keith Parkway  
Findlay, Ohio 45840

PHONE  
419-424-7870

FAX  
419-424-7872

EMAIL  
[environmental@hancockpublichealth.com](mailto:environmental@hancockpublichealth.com)

**What is a mobile food service operation?**

A mobile food service operation is one that is operated from a movable vehicle, portable structure, or watercraft; routinely changes location; and it does not remain at any one location for more than forty consecutive days. If all of the conditions above are not met then the operation cannot be licensed as a mobile food service operation.

**What types of foods may be served?**

Any food may be served as long as all of the equipment on the floor plan and menu are consistent with the information on the back of the license.

All food must be prepared in the mobile food service operation and no preparation may be conducted in the home. No home canned foods are permitted. All foods shall be obtained from sources that comply with all the laws relating to food and food products. Only government inspected meats and eggs shall be used. Only clean whole eggs (with shells intact and without cracks or checks) pasteurized liquid, frozen, dry eggs, or pasteurized dry egg products shall be used. Hard boiled, peeled eggs, commercially prepared or packaged, may be used. Bulk food containers of food if not in the original container and if not easily identified must be properly labeled with its common name.

**What education or training is needed to obtain a Mobile Food License?**

Person-in-charge food safety training is required for all new High Risk Mobile food licenses that are licensed after September 1, 2024. A High Risk Mobile license holder must have a certified person-in-charge present at all events. Most food truck mobile operations are classified as High Risk Mobiles due to handling, cooking or cooling of food.

Low Risk Mobiles would only include mobiles in which food is received and sold in pre-packaged form. No food handling is conducted in Low Risk Mobiles.

A list of providers of Person-in-Charge certification can be found here:

[https://www.healthspace.com/Clients/Ohio/Ohio\\_Website\\_Live.nsf/FoodCertifications.xsp](https://www.healthspace.com/Clients/Ohio/Ohio_Website_Live.nsf/FoodCertifications.xsp)

# So You're Starting a New Mobile Food Operation



The information contained within this booklet will aid you in the development of your new mobile food operation.

To begin the development process, the following steps must be followed:

## STEP 1

A layout of your facility and equipment list must be submitted to and approved by our department before any construction work may begin on the unit. Our department is allotted up to **30 Days** to review and either approve or disapprove the layout specifications, thus it is necessary to submit this information quickly.

Information on proper layout submission is provided on the following pages.

Please read the information contained in this booklet carefully. Most areas of layout specifications and other pertinent information and phone numbers are covered. This handout is a brief outline of the requirements needed for a mobile food operation. Ohio Revised Code Chapter 3717 and 3717-1 of the Ohio Administrative Code should be consulted to assure that all applicable criteria have been met. However, if you have any questions, please contact our department and we will be happy to guide you through the development process.

# MOBILE UNIT DEVELOPMENT PROCEDURES



The Following Items are Necessary for Proper Development of a Mobile Food Operation.

1

Submit to the local health department a complete layout of the unit. A complete layout includes the following Items:

Sinks	Lighting
Equipment	Water Supply
Storage Areas	Wastewater Disposal

2

Provide a complete list of all equipment to be installed in the unit. The make and model numbers of each individual piece of equipment must be included.

**Sinks, Refrigerators, Freezers, Grills, Fryers, Etc.**

Example: Make & Model #  
(Grill <Hobart HBT1700G>)

3

Provide a listing of all surface finishes to be installed on the floors, walls, and ceilings.

Walls	Laminate Panels
Floor	Linoleum

4

Indicate placement of lighting fixtures.

5

Indicate type and size (capacity) of holding tank planned for wastewater disposal.

6

Indicate location and size (capacity) of water heater.

7

Provide information (make and model number) of the backflow prevention device to be installed on the water supply line.

8

Provide a complete list of ALL foods to be prepared in and served from the unit.





## IMPORTANT INFORMATION

# MOBILE PUSHCARTS

Mobile pushcarts are similar to full size mobile food units only on a smaller scale. All of the same requirements that a full size unit must possess are also required of mobile pushcarts. However, following is additional information that applies to the operation and proper licensure of mobile pushcarts.



**All mobile pushcart operations must operate from a "Base Operation". A "Base Operation" must be a licensed food operation to which the pushcart would return to frequently for supplies.**

**Our department will need a copy of a written contract between the mobile pushcart facility and the licensed food operation.**

**This is to ensure the licensed food operation is willing to take on the additional services of the pushcart facility.**

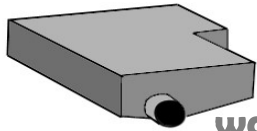
**In addition, if it is determined that the addition of the pushcart services will exceed the food safety capacities of the licensed facility, that licensed facility will not be permitted to be used.**

**Pushcart units are too small for adequately sized sinks for dishwashing, thus all utensils and equipment must be washed - rinsed - sanitized at the base operation.**



**As well, due to inadequate dishwashing facilities, mobile pushcart units must carry a large extra supply of utensils (Pans, spoons, tongs, forks, etc.)**

**The water used for cooking and handwashing on the unit must be from an approved source. The pushcart must have a water supply tank and obtain all water from the base operation.**

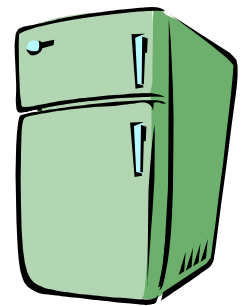


**A mobile wastewater holding tank must be provided to contain all wastewater from the sinks on the cart. This wastewater must then be disposed of at the Base Operation.**



**Pushcart units are too small to store large amounts of food product required for a full day of service. In turn, all food supplies (Dry, Refrigerated, Frozen) must be stored at the base operation.**

**Therefore, it is required that the operator return to the base operation frequently to obtain enough supplies that can be safely stored on the unit during a service period.**



# REQUIREMENTS

## SINKS



## EQUIPMENT



All equipment must be commercial-grade NSF approved

## SURFACE FINISHES

Laminate Panels  
Stainless Steel  
Quarry Tile  
Etc.



Floors, Walls, & Ceilings must be constructed of smooth & easily-cleanable materials

## HOLDING TANK



A Holding Tank of adequate capacity must be provided for waste water disposal

## BACKFLOW DEVICE

ASSE 1012  
Or  
ASSE 1024



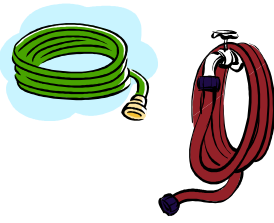
A Backflow Prevention Device must be installed on the water supply line

## HOT WATER



A water heater is required for a constant supply of hot water

**WATER SUPPLY HOSE**



The hose to be used to supply water to the unit must NSF Approved for **POTABLE WATER USE**  
Garden hose or other hose not marked for **POTABLE WATER USE** are not permitted

**FIRE SUPPRESSION**



A fully charged fire extinguisher must be provided for fire protection

**SANITIZERS**

A proper sanitizer is required for use in the three-compartment sink and for sanitizing equipment and food-contact surfaces  
The correct sanitizer test kit must also be provided



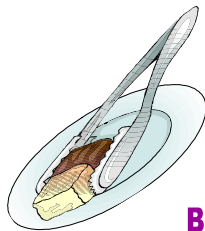
**THERMOMETERS**



Thermometers must be provided for testing of food temperatures

All potentially hazardous food are to be maintained at an internal temperature of 41°F or below or at an internal temperature of 135°F or above during storage, display and transportation. Any ready-to-eat food taken from a commercially processed, hermetically sealed container or from an intact package shall be heated to a temperature of at least 135°F within 2 hours if it is to be placed into hot holding.

**BARRIERS**




Barriers (Utensils, Gloves, Food Tissue, Etc.) must be used when handling all ready-to-eat foods



<p><b>HAIR RESTRAINT</b></p>	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>Hats</p> </div> <div style="text-align: center;">  <p>Hair Nets</p> </div> <div style="text-align: center;">  <p>Visors</p> </div> </div>
------------------------------	--

<p><b>FOODS</b></p>	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>All foods must be obtained from approved sources</p>  <p><b>GFS</b> <b>Kroger</b> <b>SYSCO</b> <b>TIFFIN PAPER</b></p> </div> <div style="width: 45%;"> <p>All foods must be prepared in the licensed mobile unit. Foods must <b>NOT</b> be prepared at home and served in the mobile unit.</p> </div> </div>
---------------------	--

<p><b>IDENTIFICATION</b></p>	<p style="text-align: center;">Lettering must be 3" (inches) in height or greater</p> <div style="text-align: center;">  </div> <p style="text-align: right;">A sign must be provided on the unit to indicate the information listed below</p> <ul style="list-style-type: none"> <li><b>Name of Operation</b></li> <li><b>City, State, Zip Code</b></li> <li><b>Telephone Number</b></li> </ul>
------------------------------	--

# LICENSE FEE SCHEDULE 2025

LOCAL FEE	STATE FEE	TOTAL FEE
<b>\$395.00</b>	<b>\$28.00</b>	<b>\$423.00</b>