



Consumer Health and Food Safety Division
Pima County Health Department
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Mobile Food Establishment (MFE) Supplement Application

Pima County Food Code 8-201.11 requires prepared plans and specification for review and approval before (A) the construction of a food establishment; (B) the conversion of an existing structure for use as a food establishment; or (C) the remodeling of a food establishment or a change of type of food establishment or food operation. The plan review fee for mobile food establishments is \$230.00.

Facility ID#: Plan Review#:

New Remodel Change of Ownership
 Beverage Cart (Coffee, Lemonade, etc.) Corn Roaster Kettle Corn Shaved Ice
 Hot Dog Cart Full Menu with BBQ unit

Name of Mobile Food Establishment: _____

Name of Owner: _____

Owner's Mailing Address: _____

Owner's Email Address: _____

Owner's Telephone: _____

Applicant's name and relationship to owner
(self, manager, architect kitchen designer, etc.) if different from above:

Applicant's Mailing Address: _____

Applicant's Email Address: _____

Applicant's Telephone: _____

Projected date for start of construction of MFE (if applicable): _____

Projected date for completion of construction of MFE (if applicable): _____

Office Use Only

Plans and Fee received by: _____ Date: _____

Check each box if you have submitted the following documents:

The following documents must be enclosed for review:

- Submit menu** or complete listing of all foods and beverage items to be served.
- Plan** of mobile food establishment (MFE) drawn to scale (minimum of 1" = 1') showing location of equipment, counters, plumbing, mechanical ventilation (hood and windows), the location of all electrical components. i.e. batteries, generators, etc. and openings (doors and windows).
- Plumbing layout** showing the location of the fresh water supply lines, hot and cold water lines, water pumps (with gallons per minute flow rate), and wastewater line connections must be identified. All sinks must be identified on the plans (i.e. hand wash sinks, 3-compartment). The fresh water tank and the wastewater tank must be identified. Include dimensions of the tanks to verify the volume of each tank or copies of the manufacturer's specification, technical or catalog descriptions. Identify overflow vents or tubes.

Other items required for review:

- Finish schedules** for the interior of the mobile food establishment including floors, walls, ceilings, coved juncture bases, counters, tables, etc., to be completed below and submitted with this packet.
- Auxiliary equipment** such as ice chests, barbecue units, salsa bars, etc. used for storage and/or food preparation must be represented on the plan
- Wastewater disposal** will be at this address: _____

Finish Schedule

Applicants must indicate the materials that will be used in each area listed below:

Area: Kitchen/Cooking Area

Floor _____

Base (floor/wall juncture) _____

Walls _____

Ceiling _____

The Person In Charge (PIC) as referenced in the Food Code sections, 2-101.11, 2-102.11, 2-103.11, 2-201.11 will be responsible for the overall operation of the MFE. The PIC shall demonstrate to the Regulatory Authority knowledge of food borne disease prevention and the requirements of the Food Code as it pertains to their own food operation. The PIC shall be responsible for having employees report them information about their health and activities as they relate to diseases that are transmissible through food.

In addition, the menu and manner for transportation, storage, cooking, preparation, and service of food and beverage items must be specifically identified and evaluated by the Regulatory Authority. Any changes to the menu must be submitted to and approved by the Regulatory Authority prior to operation.

1. Food Preparation:

A. Explain how cross contamination of foods will be prevented during, preparation, holding and storage of food.

B. Explain how food contact surfaces and utensils will be cleaned and sterilized and how often?

C. What happens to foods that are leftover at the end of the day? _____

D. Explain the process, time-frames and temperatures of reheating food? _____

2. Cooling:

A. Which menu items are cooked and then cooled for later service? _____

B. Explain the process, time-frames and temperatures of cooling foods:_____

C. How are cooling temperatures monitored?_____

3. Personnel:

A. What will be used to avoid direct bare hand contact of ready-to-eat foods? _____

B. Describe your written or verbal policy to exclude or restrict food employees who are ill and list the symptoms that should prevent the employee from working with food:

4. Food Source:

A. List where you obtain all of your menu items and where food preparation will take place: _____

B. List time(s) that pre-preparation will occur: _____

5. Cold Storage:

A. What is the maximum temperature that food are to be held cold? _____

6. Hot Holding:

A. Adequate and approved hot holding equipment must be available (if applicable). What is the minimum temperature that foods are to be held hot?

STATEMENT: I hereby certify that the above information is correct. I fully understand that any deviation from the above without prior approval from Consumer Health and Food Safety is prohibited and it may result in the closure of my operation.

Signature of Owners or Responsible Representative(s) _____

Date: _____

Approval of these plans and specifications by Pima County Health Department does not indicate compliance with any other code, law or regulation that may be required - federal, state or local. It further does not constitute endorsement or acceptance of the completed establishment (structure or equipment).

A final inspection of the establishment with equipment in place will be necessary to determine if it complies with the local and state laws governing food service establishments.