



Consumer Health and Food Safety Division  
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## Agreement to Provide Commissary Facilities for a Mobile Food Unit Operating in Pima County

I agree to the following requirements:

1. This **Mobile Food Unit** must operate from the Commissary indicated below.
2. A Commissary must have a valid \*commissary permit issued by the Pima County Health Department.  
*\*Note: If the owner operates both a Mobile Food Unit and a Permitted Food Facility and uses the Facility as the base of operation, an additional commissary permit is not required.*
3. All necessary food preparation and storage must be **at the Commissary**.
4. **The Commissary** will provide potable water to this Mobile Food Unit.
5. A food grade hose must be available to fill water tanks.
6. **The Commissary** must provide a **Mobile Food Unit** servicing area. All service areas, including freshwater fill and wastewater dumping areas, shall be constructed of a smooth, non-absorbent material, such as concrete or machine laid asphalt.
7. **The Commissary** must provide cold storage space, approved by the Pima County Health Department, for the storage of foods at the time of delivery, after preparation and at the end of the workday **if needed**.
8. **The Commissary** must provide shelf space for the storage of food, equipment, and supplies.
9. **The Commissary** must provide facilities for the washing of equipment and utensils (a three compartment sink, indirectly drained).
10. **The Commissary Operator** and the **Mobile Food Operator** must immediately notify the Pima County Health Department of any changes in the operations, or this agreement.
11. Wastewater must be **disposed** at the commissary or an approved and regulated servicing area. Wastewater will be **disposed at the facility and address listed:**

\_\_\_\_\_

This is to certify that:

\_\_\_\_\_ Name of Mobile Food Business

\_\_\_\_\_ Address of Mobile Food Business

\_\_\_\_\_ Health Department Permit Number

\_\_\_\_\_ Mobile Food Business Phone Number

Will be provided Commissary Facilities by:

\_\_\_\_\_ Name of Commissary Facility

\_\_\_\_\_ Address of Commissary

\_\_\_\_\_ Health Department Permit Number

\_\_\_\_\_ Commissary Phone Number

Print name of Mobile Food Operator \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_

Print name of Commissary Facility Authorized Representative \_\_\_\_\_

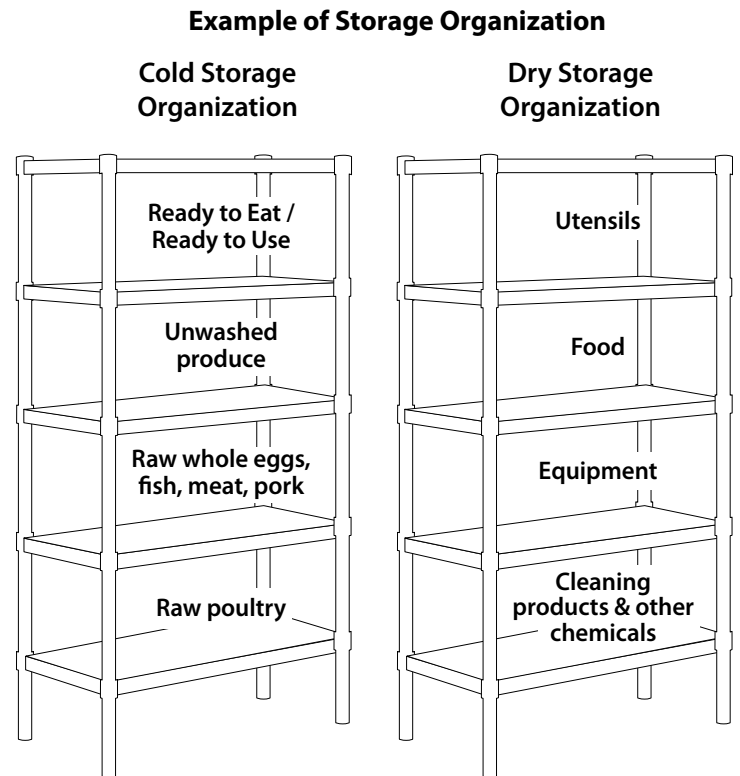
Signature \_\_\_\_\_

Date: \_\_\_\_\_

# Minimum Commissary Requirements

These are the minimum requirements for a commissary and fixed food facility to provide commissary facilities to a Mobile Food Unit (MFU). These requirements may be modified at the discretion of Consumer Health and Food Safety.

- Cold and dry storage space is dependent on the MFU's operational needs. Ensure adequate space is provided for both types of storage based on the needs of the MFU and guidance from the Regulatory Authority.
- All storage areas should be labeled with the MFU's business name.
- Ensure multiple MFU's storage does not adversely affect each other. For example, do not allow raw poultry from one MFU to be stored above another MFU's ready-to-eat food.



- Free-standing, indirectly drained food prep sink (if applicable) or procedures to comply with PCC 4-501.16 (B).
- Three compartment sink that is indirectly drained and adequately sized with an area for air drying.
- Food prep area with a 4 ft. minimum work area (not including the work area a refrigerated make unit, cooking surface etc.)
- Cooking equipment applicable to meet MFU's needs.
- A smoke exhaust hood with grease extracting filters (if applicable).
- All service areas, including freshwater fill and wastewater dumping areas, shall be constructed of a smooth, non-absorbent material, such as concrete or machine laid asphalt.
- Must submit a monthly "Commissary Attendance Report" for each MFU operation out of your facility even if MFU did not operate during that month.
- In accordance with AAC R9-8-110 (G), Mobile Food Units must maintain service logs in their Units for a period of at least 30 days and be available to the Regulatory Authority upon request.

The Consumer Health and Food Safety Division must approve all commissaries before the MFU can use a food establishment as a commissary. A paid on-site evaluation will be conducted to ensure that **the** facility's space and equipment is adequate and sufficient.

These requirements are in addition to what is required for your establishment's operational needs.