

Name of Mobile: _____

Please fill this form out completely. You may attach a separate sheet to provide additional information.

1. Mobile food units must regularly return to the commissary and must remain able to readily move. How often does the mobile food unit physically return to the commissary?
☐ Every day ☐ Every week ☐ Other schedule (provide detailed explanation) _____
2. List your **days and hours** of operation:
 - a. Preparation/cleaning at your commissary _____
 - b. At your sales site/route/event _____
3. Water and wastewater service (all locations for water/wastewater service must be approved):
 - a. Where will you fill the freshwater tank? ☐ Commissary ☐ Other _____
 - i. Provide the make and model of the drinking water hose _____
 - b. Where will you empty the wastewater tank? ☐ Commissary ☐ Other _____
 - i. How will you empty the wastewater tank without spilling _____
 - c. If you marked "other", provide additional commissary agreements for each location for review.
 - i. ☐ Yes ☐ No – This is required; provide to plan reviewer.
4. All equipment is permanently attached or mounted to the cart, truck, or trailer. Detached preparation tables, grills, and water tanks are not allowed. ☐ Yes ☐ No – remove or permanently attach.
5. Restroom access is provided for employees within 500 feet and without crossing any major streets or intersections, for all sale sites longer than one (1) hour. ☐ Yes ☐ No – revise, this is required.
6. If customer seating is provided, customer access to a fully plumbed restroom is provided within 200 ft? (portable toilets are not acceptable). Seating offered does not reduce mobility of the mobile food unit.
☐ N/A no customer seating ☐ Yes – the requirements are met ☐ No – revise to meet requirements.
7. All customer self-service condiments are protected from contamination (by using squeeze bottles, replaceable lids, or sneezeguards).
☐ N/A – no self-service ☐ Yes – the requirements are met ☐ No – revise to meet requirements.
8. Utensils for food preparation on the mobile food unit must be washed, rinsed, and sanitized or replaced with clean utensils every 4 hours while in use:
 - a. Where will you wash them? (Check all that apply) ☐ On the mobile ☐ At the commissary.
 - b. How many sets of extra utensils will you bring? _____
9. Do you offer customers any reusable eating utensils such as forks, plates, cups, food containers?
☐ Yes – Not allowed, need to revise ☐ No (not applicable)
10. How will you keep cold food at 41F or less while driving to your sales site?
☐ Refrigerator is powered during transit ☐ Ice chest ☐ Insulated containers ☐ Other _____

Environmental Health Division

Chinook 401 5th Ave, Ste. 1100 ■ Seattle, WA 98104 ■ tel: 206-263-9556
 Eastgate 14350 SE Eastgate Way ■ Bellevue, WA 98007 ■ tel: 206-477-8050

Mobile Food Unit Plan Review Questionnaire

11. How will you keep hot food at 135F or higher while driving to your sales site. It is recommended to transport food cold. Include the make/model of any insulated containers. Once on-site food must be transferred to powered, pre-heated, hot holding equipment:
- _____
12. How will you provide power to the mobile food unit at the sales site?
☐ Generator (on or off-board) ☐ Plug-in power connection ☐ Other _____
13. All solid waste from the mobile food unit (food, packaging, etc.) is disposed of at the commissary:
☐ Yes ☐ No – please explain _____
14. What happens to leftover **cold food** on the mobile at the end of the day? If you save it, how do you keep it cold when returning to the commissary? _____
15. All **hot food** on the mobile food unit is discarded at the end of the day.
☐ Yes ☐ No – please revise. All hot food leftover on the mobile must be discarded.
16. No **hot food** is cooled on the mobile food unit.
☐ Yes ☐ No – please revise. Food cannot be cooled on the mobile food unit.
17. Where will the mobile unit be stored overnight? _____
18. How will you clean equipment, sinks, and counters on the mobile? _____
a. How often? _____
19. How will you clean the floor of the mobile and where? _____
a. How often? _____
20. The freshwater tank needs to be flushed and sanitized according to manufacturer suggested specifications and at least annually or after usage disruptions of 14 days or more. Will you use these guidelines below?
☐ Yes ☐ No - if no, provide your procedure and schedule. Attach a separate sheet.
- a. Drain the freshwater tank, hot water tank, and all water lines.
- b. Determine the size of your water system—add the size of freshwater tank, the size of hot water tank storage, and 2-3 gallons for the water lines servicing your mobile unit.
- c. Mix food grade chlorine bleach with water prior to adding to the freshwater tank. For pressurized systems, add the bleach water solution to the food grade hose before connecting to the approved water supply.

Fresh water size	Amount of Chlorine Bleach	Mix with water
40 gallons	1 cup	4 gallons
50 gallons	1.25 cup	5 gallons
60 gallons	1.5 cup	6 gallons

*(if your system is larger than 60 gallons, ask us for the full guidelines)

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