

Mobile Food Unit Information Kit



The following information will help ensure that your mobile unit has all the required equipment and documents needed to obtain a Food Service Permit in Hardin County. Questions can be directed to the Hardin County Health Services at 409-209-5359 or email at rejena.bolton@co.hardin.tx.us



Hardin County Health Department

Mobile Food Establishment/Catering Application

P.O. Box 820/1135 Redwood, Kountze, Texas 77625 409-209-5359

info.healthinspections@co.hardin.tx.us

Owner Details

Name of Business:

Owner/Manager:

Physical Address:

City

Zip

Mailing Address:

City

State

Zip

Phone: _____ Email: _____

Sales Tax #: _____ Driver's License # _____

DOB: _____ State: _____ Exp. Date: _____

Please check one:

_____ Catering Company _____ Mobile Truck _____ Mobile Trailer

Mobile Food Unit

Vehicle Description: _____ License Plate #: _____

Mobile Food Unit VIN #: _____

Are you currently permitted in another County? _____

If yes, what County? _____ Permit Exp. Date: _____

Food Type (American, Italian, Mexican, etc.):

***** A complete menu or list of food to be served must be submitted**

Operation Details

| DAYS of Operation | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------------------|--------|--------|---------|-----------|----------|--------|----------|
| HOURS of Operation | | | | | | | |

License Fee:

_____ Mobile Food Unit/Caterer \$ 300.00
 _____ Non-Profit\$ 0.00

I, the owner/registered agent of this establishment, certify that the above information is true and accurate as of the date of this application.

Signature: _____ Printed Name: _____
 Title: _____ Date: _____

For Office Use Only

Date issued: _____ Date to expire: _____ FSP#: _____ Invoice#: _____
 Paid _____ (Cash: _____ Check#/Mo. Order#: _____ CC: _____)

https://govpay.net/hardin_co_tx_health ***We accept all major credit cards online**

Approved By: _____ Date: _____



HARDIN COUNTY HEALTH SERVICES
Restroom Agreement- Mobile Food Units

I, _____
(First, Last Name of Person signing Letter) (Write "Owner or Manager")

OF THE FOLLOWING BUSINESS _____
(Name of Business)

LOCATED AT _____ **GIVE PERMISSION**
(Address; City, State and Zip Code)

TO: _____ **OF** _____
(First, Last Name of Mobile Unit Owner) (Name of Mobile Food Unit)

**AND HIS/HER EMPLOYEES TO USE THE RESTROOM LOCATED WITHIN
MY BUSINESS. THIS RESTROOM IS LOCATED NEAR WHERE THE
MOBILE FOOD UNIT WILL OPERATE AT:**

(Record Full Address: Number and Street/City, State and Zip Code where Unit will operate)

THE RESTROOM IS AVAILABLE ON THE FOLLOWING DAYS:

_____ **AND HOURS:** _____
(Record Days of the Week) (Record Hours and Indicate AM or PM)

**THE HARDIN COUNTY HEALTH SERVICES INSPECTOR HAS MY PERMISSION TO ENTER FOR THE
PURPOSE OF INSPECTING THIS RESTROOM. THE RESTROOM SHALL BE MAINTAINED CLEAN
AND PROVIDE THE FOLLOWING FACILITIES: (WORKING TOILET, TOILET PAPER, HAND SINK
WITH HOT AND COLD RUNNING WATER, SOAP, PAPER TOWELS OR HAND DRYER)**

Printed Name of Business Owner or Manager: _____
FIRST MIDDLE LAST

Signature of Business Owner or Manager: _____ **Date:** _____

Owner/Manager's Cell Phone Number: _____

Business Owner's email address:

**THIS DOCUMENT IS REQUIRED TO BE SUBMITTED WITH YOUR FOOD SERVICE PERMIT APPLICATION
EACH YEAR**



HARDIN COUNTY HEALTH SERVICES

COMMISSARY AGREEMENT

_____ Date

I, _____ of _____
(Commissary Owner/Operator) (Commissary Establishment Name)

located at _____
(Address of Establishment, City, State, Zip)

give my permission to _____ of _____
(Mobile Unit Owner/Operator) (Name of Mobile unit)

to use my kitchen facilities to perform the following tasks on their operational days:

- Preparation of food such as produce, cutting meats/seafood, cooking, cooling, reheating
- Warewashing
- Filling water tanks
- Dumping waste water
- Storage of foods, single service items, and cleaning agents
- Service and cleaning of equipment
- Other (specify) _____

A **Commissary Use Log** will be maintained and made available to the department upon request.
Indicate how and where the commissary use log will be maintained:

Commissary Water Supply:

- Public Private Public Water System ID Number (PWSID#) _____

Commissary Sanitary Sewer Service:

- Public Private

Commissary Start Date _____ Commissary End Date _____

Signature _____ Date _____
(Commissary Owner/Operator)

Commissary Contact phone number: _____

Commissary Email address: _____

This Commissary Agreement is valid until the end date



Hardin County Food Permit Mobile Unit Checklist

A general checklist of items to ensure requirements are met and not overlooked.

- Food Service Application _____
- Commissary Agreement _____
- Foods to be offered, i.e. menu, consumer advisory, Food Allergens _____
- Certified Food Protection Manager Certificate _____
- Food Handler Certificate _____
- Knowledge of Food Safety (Hygiene, Cooking Temps, etc.) _____
- Food Thermometer _____
- Refrigeration Thermometer _____
- Sanitizer & Sanitizer test strips _____
- Ware washing Sink (3 basin) _____
- Hot & Cold Water availability _____
- Fire Suppression (What type) _____

| | |
|--------------------------|---|
| <input type="checkbox"/> | Automatic Fire Suppression (Ansul system) |
| <input type="checkbox"/> | Class K Fire Extinguisher (the "K" is for kitchen) |
| <input type="checkbox"/> | Class B / C Extinguisher (flammable liquids (B) and energized electrical equipment (C)) |

- Hand Wash Sink (required items) _____

| | |
|--------------------------|---|
| <input type="checkbox"/> | Hand Cleanser – liquid soap, powder, bar |
| <input type="checkbox"/> | Drying Provision – disposable towels, heated-air drying, continuous towel dispenser |
| <input type="checkbox"/> | Handwashing Signage – sign that notified Food Employees to wash hands |
| <input type="checkbox"/> | Waste Receptacle |

- First Aid Kit _____
- Waste Water tank 15% larger than Fresh Water _____
- Water Labeling – Potable Water & Waste water connections _____
- Food Grade Hose for Potable Water _____
- Restroom (conveniently located and accessible) _____

Mobile Food Units (MFU): How to Mobilize Your Food Operation Under DSHS

Definition:

According to Texas Food Establishment Rules (TFER), a MFU is a vehicle mounted, self or otherwise propelled, self-contained food service operation, designed to be readily moveable (including, but not limited to catering trucks, trailers, push carts, and roadside vendors) and used to store, prepare, display, serve or sell food. Mobile units must completely retain their mobility at all times. A Mobile Food Unit does not mean a stand or a booth. A roadside food vendor and pushcart may be licensed as MFUs. [228.2(85)]

Mobile Food Unit



Pushcart



Roadside Vendor



These special provisions, along with TFER references, shall be met before operating:

Establishment:

- The MFU shall be mobile at all times [#30, 228.221 (a)(1) and (3)];
- Like a fixed establishment, the MFU shall be enclosed;
- Shall be protected from entry of pests with tight-fitting doors and windows [#34, 228.174(e)(1)(B) - (C)];
- Walls and ceilings shall be smooth, easily cleanable, and light in color [#45, 228.173(a), (f)(3)];
- Walls and ceilings shall protect against entry of rodents and insects [#34, 228.174(e)(1)(A)];
- Screens (i.e. at ventilation points or windows) shall be at least 16 mesh to 1-inch [#34, 228.174(e)(4)(A)];
- Exterior surfaces shall be of weather-resistant materials [#45, 228.172(b)];
- Pushcarts do not need to be enclosed, but do need overhead protection;
- Roadside vendors do not need to be enclosed.

Smooth and cleanable surfaces



Water:

- Water (hot and cold) under pressure supplied to all sinks permanently installed (this requirement does not apply to roadside food vendors) [228.221(a)(7)];
- Water supply must meet the demands of the operation [#23, 228.143(a) – (c)];
- Potable water tank and fill hose shall be permanently installed, labeled as “potable water” and provided with a ¾-inch or less inlet connection [#32 OR #37, 228.221(a)(8)(A)-(C)];
- Waste retention tank for liquid waste must be 15% larger than the potable water tank, leak proof, and be permanently installed [#44, 228.221(a)(9)(A)-(B)(i)];
- Waste retention tank (labeled as “waste water”) shall be sloped to a drain that is 1 inch in inner diameter and equipped with a shut-off valve [#44, 228.221(a)(9)(B)(ii), (G)];
- Liquid waste connections shall be different in size and type than potable water [#44, 228.221(a)(9)(C)];
- These requirements also apply to pushcarts. They do not apply to roadside vendors [228.221(a)(10)(A)].

Potable Water Tank



Liquid Waste Connection



Potable Water Inlet



Equipment:

- Equipment should be adequate to maintain hot and cold Time/Temperature Control for Safety (TCS) foods at required temperatures (41°F or below for cold foods; 135°F or above for hot foods) [#27, 228.221(a)(6)(A)];
- Food contact surfaces of equipment including tables and counters shall be durable, corrosion-resistant and non-absorbent [#32, 228.101(a)(2)];
- MFU’s shall only provide single service articles to consumers [#40, 228.221(a)(5)].

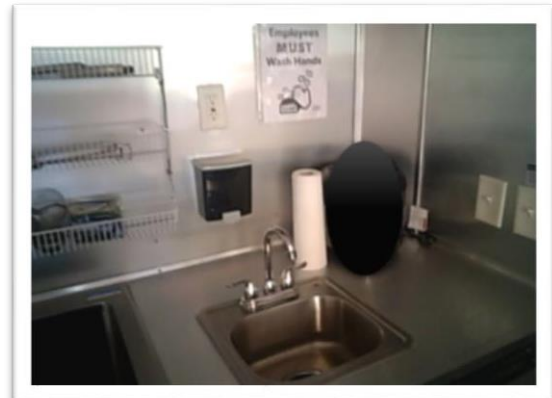
Manual Warewashing and Handwash Sinks:

- At least one handwash sink supplied with soap and hand drying device [#31, 228.221(a)(6)(C)];
- A sink with three compartments for washing, rinsing, and sanitizing of equipment and utensils, along with drain boards for soiled and clean items [#33, 228.221(a)(6)(B)(i)];
- The three compartments must be large enough to submerge the largest utensil or piece of equipment [#33, 228.221(a)(6)(B)(ii)];
- Hot and cold water shall be supplied to all sinks under pressure [#23, 228.143(a)];
- Roadside vendors do not require sinks.

Three-compartment sink



Handwash sink



Restrooms:

- A MFU does not need to be equipped with a restroom;
- Toilet rooms shall be designated and be conveniently located and accessible to employees during all hours of operation [#46, 228.221(a)(11)];

Central Preparation Facility (CPF):

- The MFU shall operate from a CPF or other fixed establishment and shall report to such location for supplies and for cleaning and servicing operations [#45, 228.221(b)(1)];
- The CPF is an approved retail food establishment at which food is prepared, stored, and wrapped; the MFU is supplied with fresh water and ice; wastewater and other liquids are properly disposed; food-contact surfaces or items not capable of being immersed in the MFU utensil-washing sink are cleaned and sanitized [228.2(15)];
- The operator must maintain the most recent inspection of the CPF on the unit at all times [#47, 228.221(a)(4)(C)];
- If the CPF or servicing area is not owned by the MFU operator, then a signed letter of authorization is required [#47, 228.221(a)(4)(B),(D)];

Public Sanitation and Retail Food Safety Unit • PO Box 149347, Mail Code 1987 • Austin, Texas 78714-9347(512) 834-6753 • Facsimile: (512) 834-6683 • <http://www.dshs.texas.gov/foodestablishments/>

- Use of a private residence as a CPF is prohibited [#7, 228.174(k)].

Servicing Area:

- A servicing area is a location an MFU shall return regularly for such things as vehicle cleaning, discharging liquid or solid wastes, refilling water tanks and ice bins, and boarding food. No food preparation, service or utensil/warewashing is conducted at a servicing area. [228.2(129)]
- The area shall include overhead protection for any supplying, cleaning or servicing operation. Areas used for water loading and/or wastewater discharge through a closed hose system do not need overhead protection. [#45, 228.221(c)(1)(A)]
- The location for the flushing and drainage of liquid wastes shall be separate from the location provided for potable water servicing and loading of food supplies. [#20, 228.221(c)(1)(B)]
- The surface of the servicing area shall be constructed of a smooth nonabsorbent material, such as concrete or machine-laid asphalt and shall be maintained in good repair, kept clean and be graded to drain. [#45, 228.221(c)(1)(D)]
- Potable water servicing equipment shall be installed according to Plumbing Code. [#32, 228.221(c)(1)(E)]
- The servicing area may be separate from the Central Preparation Facility (CPF)
- A servicing area is not required where only packaged food is sold and no waste water retention tanks are present [228.221(c)(1)(C)]

Documentation to Have Available for Initial Inspection:

- Certified Food Manager Certification (if there is open handling of Time/Temperature Control for Safety foods) [#21, 228.221(a)(4)(A)];
- CPF authorization (if needed) and most recent facility inspection [#47, 228.221(a)(4)(B),(C)];
- Servicing area authorization (if needed) [#47, 228.221(a)(4)(D)];
- Menu of all food items to be sold [#47, 228.221(a)(4)(E)];
- The MFU must be equipped to successfully pass inspection.

Application and Approval Process

A new MFU license application may be submitted through the mail or online. After the application is processed, a letter will be sent out to the operator to schedule an inspection with the inspector over the designated area. The MFU shall be readily moveable and be ready to come to a location designated by the authority. The unit must be operable at time of inspection without the need of electrical/water source connections, including but not limited to handwash/warewash facilities, refrigeration and wastewater disposal.

***To pass a pre-licensing inspection, a mobile food unit must meet the minimum requirements below. Use the checklist as a brief reference to the MFU requirements:**

| Mobile Food Unit Checklist | |
|--|---|
| Mobile Food Unit Mobility | A vehicle mounted, self or otherwise propelled, self-contained food service operation, designed to be readily movable, and constructed of corrosion resistant material; structure placed on a trailer shall be permanently affixed. |
| Preparation Area Protected | Walls, floors, and ceiling are solid, light in color, smooth and easily cleanable; protect against weather, rodents, insects and other animals. |
| Central Preparation Facility (CPF) may include servicing area | Approved by the health department; documentation (letter of authorization) required for approval; most recent inspection maintained on the MFU. |
| Servicing Area | Place to fill up potable water and authorized to dispose waste water from the MFU (i.e. approved car wash; RV Park); letter of authorization |
| Potable Water Tank | Water must be from an approved source; permanently installed; tank labeled as "Potable Water" and have a ¾-inch inlet. |
| Liquid Waste Retention Tank | least 15% larger than the potable water storage tank, permanently installed, sloped to drain 1-inch in inner diameter and labeled "wastewater". |
| Hot and Cold Water | Under pressure and provided to all sinks. |
| Handwash Sink | Shall be its own fixture; conveniently located and accessible. |
| Three Compartment Sink | Each compartment shall be large enough to clean largest equipment/utensil. |
| Hot and Cold Holding Equipment | Adequate to maintain Time / Temperature Control for Safety (TCS) foods at required temperatures. |
| Restrooms | Provided; conveniently located. |
| Certified Food Manager Certificate | Required if handling open TCS foods. |

Mobile food establishment 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 or contact the PSRFSU at (512) 834-6753 for further information or view our website at www.dshs.texas.gov/foodestablishments.

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Fire Departments

Kountze Fire Department
(409) 246-331

Hardin County Emergency Service District 2
(409) 755-6031

Pine Ridge Volunteer Fire Department
(409) 287-3822

Silsbee Volunteer Fire Department
(409) 287-3822

Sour Lake Volunteer Fire Department
(409) 287-3062

Hardin Fire Department
(936) 298-2828

Saratoga Volunteer Fire Department
(936) 274-5759

Lumberton Fire & EMS - Station 1, 2, & 3
(409) 755-6031

Fire Marshals:

Kountze: Dale Wiliford (409) 782-7620

Lumberton: Jimmy Blanchard (409) 656-8632

Silsbee: Brad Pennison (409) 673-8506

City Permitting Resources

City of Kountze – (409) 246-3463

1025 N. Pine St.
Kountze, TX 77625
(\$25 a year Permit)

- Copy of sales tax
- Copy of Hardin County food permit
- Copy of Food Managers certificate
- Copy of insurance documents

City of Lumberton – (409) 755-3700

836 N. Main St.
Lumberton, TX 77657
(\$25 a day permit / or \$150 year permit)

- Copy of sales tax
- Copy of Hardin County food permit
- Vendors bond or commercial liability with City of Lumberton as the certificate holder
- Written permission from Business Owner / Land Owner where you will be set up

City of Silsbee – (409) 385-2863

1220 Hwy 327 East
Silsbee, TX 77656
(No Charge)

- Copy of sales tax
- Copy of Hardin County food permit

City of Sour Lake – (409) 287-3573

625 Hwy 105 West
Sour Lake, TX 77659
(No Charge)

- Copy of sales tax
- Copy of Hardin County food permit