

**Nashoba Associated Boards of Health
30 Central Ave
Ayer, Ma 01432
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www.nashoba.org**

Mobile Food Licensing Requirements

Please be advised that if you are considering operating a mobile food unit, the following is a check list of the requirements, conditions, and restrictions governing the licensing of these units.

All documentation must be submitted with the application and the appropriate fee. We do not accept applications by email. If the paperwork is not submitted appropriately the application and fee will be returned.

1. All mobile food operations (MFO) must have a servicing area that they work from. You must provide a copy of your current contract with this facility, the current Board of Health permit for the shared facility/commissary, the last inspection report for the servicing area and the last inspection report for your MFO.
2. Properly prepared plans must be submitted of the MFO. The plans must include the proposed menu, proposed layout, all equipment, hand sink, 3 basin sink (include dimensions) and the anticipated volume of food to be stored and prepared. There must be a spot for personal items that are away from food and food storage/prep areas.
3. Water must be from an approved source. The water system and hoses supplying water must be constructed with approved food-contact materials and must be installed to preclude the backflow of contaminants into the potable water supply.
4. The location and size of the water tank must be shown on the plan.
5. The location and size of the grey water tank must be shown on the plan. Wastewater retention tanks need to be plugged. Wastewater tanks are required to be 15% larger than the water tank.
6. The MFO must have a person in charge during all hours of operation.
7. Lights must be shielded in accordance with the 2013 Federal Food Code.
8. All walls and floors must be smooth, easily cleanable and non-absorbent.
9. Soap and paper towels are required at the hand sink.
10. The location of the cleaning supplies must be shown on the plan.
11. Provisions for rubbish removal need to be made.
12. How do you dispose of gray water? Contracts/receipts may be required if you are not using your service area.
13. Your menu needs to be submitted with the application.
14. All mobile food units having refrigeration and heating units must provide accurate thermometers within the units.

15. Food thermometers are required to check internal food temperatures. They should always be available during hours of operation.
16. You must have sanitizer and test strips available at all times. The test strips should coordinate with the sanitizer being used.
17. A copy of your Food Manager Certification and Allergy Certification must be submitted with the application.
18. You must submit a copy of your current Hawker's and Peddler's license with the application.
19. Ice Cream/Frozen dessert trucks must submit a copy of their current ice cream truck vendor permit.
20. Receipts for food products should be available.
21. Body fluid kit and employee reporting forms shall be available during the inspection.
22. You must make an appointment with the food service inspector to inspect your unit. This is required before a permit can be issued.

If you have questions regarding this matter, please call Bridgette Braley or James A. Garreffi at the Nashoba office.