



MOBILE VENDING MANUAL

A Plan Review Guide for Operators

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CHAPTER 1

Mobile Unit General Information

A mobile unit is a properly enclosed vehicle in which food, beverages, frozen desserts or dairy products and mixes are prepared, processed or converted for human consumption, and are used to sell and dispense food and beverages to customers. The mobile unit term includes full-service “hot” trucks and limited-service mobile units. In regard to Southern Nevada Health District’s permitting description, mobile units do not include open-air vending carts such as golf carts or hot dog carts, or any unit operating in a fixed location longer than four hours.



Types of Mobile Units

FROZEN PRODUCT SALES/DELIVERY MOBILE UNIT

A pick-up truck or similar vehicle with either a built-on or slide-in prefabricated freezer unit, or a canopy with a freezer inside for the delivery of pre-packaged foods to designated addresses. No open food handling or door-to-door sales are allowed.



PRE-PACKAGED FROZEN NOVELTY TRUCK

A mobile unit in which approved menu items are restricted to low-risk foods that may include pre-packaged, non-TCS or low-risk food, including but not limited to frozen confections, sodas, chips, and candies. No open food handling or door-to-door sales are allowed.



SELF-SERVICE PRE-PACKAGED FOOD TRUCK

A mobile unit for which customers serve themselves pre-packaged food.



FULL-SERVICE COACH

A mobile unit, including food service trailers, in which foods, including time/temperature control for safety (TCS) foods may be stored, prepared, cooked, and/or served.



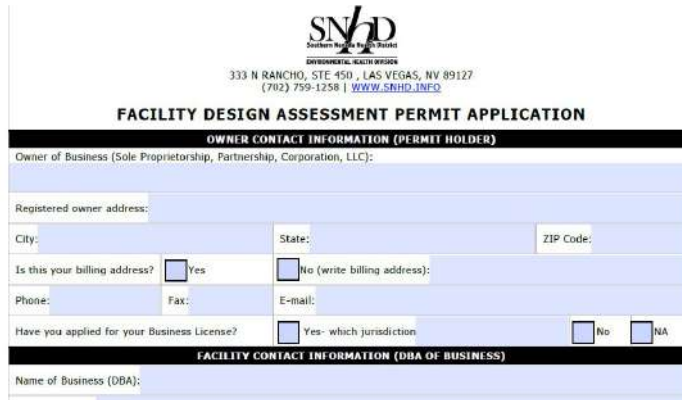
General Mobile Unit Plan Review Requirements

Starting the Mobile Unit Process:

- A. Operator must contact the Health District at (702) 759-1110 to schedule a plan review appointment for a mobile unit that will not operate in a single location on a regular basis. Vehicle must be ready for inspection.
- B. A plan review appointment is required for each vehicle that will require a health permit, even if each mobile unit is a part of the same business. Each mobile unit should have its own plans submitted to the Health District.

Operator must supply the following items during their plan review visit:

- A. A completed plan review application (available at the main Health District public health center or online at www.snhd.info)

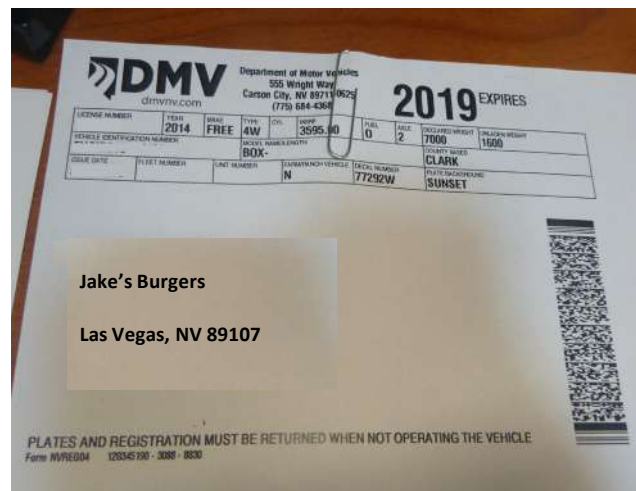


The image shows a form titled "FACILITY DESIGN ASSESSMENT PERMIT APPLICATION" from the Southern Nevada Health District. The form includes sections for "OWNER CONTACT INFORMATION (PERMIT HOLDER)" and "FACILITY CONTACT INFORMATION (DBA OF BUSINESS)". The "OWNER CONTACT INFORMATION" section contains fields for "Owner of Business (Sole Proprietorship, Partnership, Corporation, LLC)", "Registered owner address", "City", "State", "ZIP Code", "Is this your billing address?" (with Yes/No radio buttons), "Phone", "Fax", "E-mail", and "Have you applied for your Business License?" (with Yes/No/NA radio buttons). The "FACILITY CONTACT INFORMATION" section has a field for "Name of Business (DBA)".

- B. Nevada Secretary of State registration/business license for permit holder

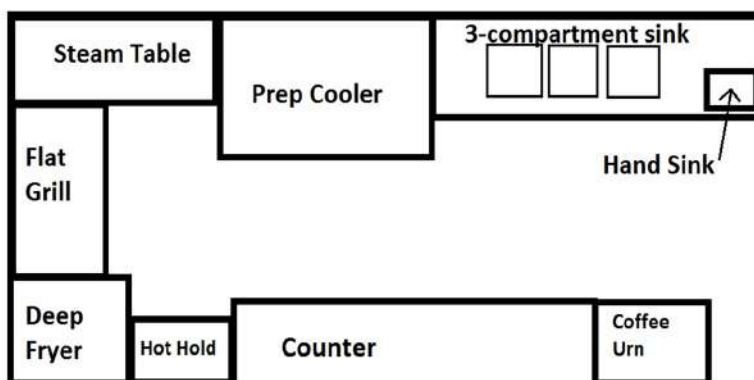


- C. Valid registration that includes the vehicle identification number (VIN) of the mobile unit is required. VIN on the registration must match the VIN on the mobile unit presented at the plan review appointment. Registration must match permit holder's ownership or a valid lease must be provided. Out of state vehicle registration is acceptable.
1. A valid vehicle license plate issued by a state's department of motor vehicles must be displayed. No mobile unit is allowed to display the license plate of another vehicle.
 2. The VIN must not be obliterated and must be visible in at least one location including but not limited to the dashboard, interior door jamb, the trunk, or other easily accessible location on the mobile unit.



- D. A letter of intent that includes the menu, utensils and equipment to be used for cooking, cooling and holding food, as well as methods for preparing and handling food when food is prepared on the mobile unit.
- E. Legible plans that include the following:
1. The type, number and location(s) of refrigeration and/or hot holding display units placed on the mobile unit
 2. An adequate number of cold holding units, large enough to store all cold TCS foods at a safe temperature of 41°F or below (if applicable)
 3. The type and location of cooking equipment (if applicable)
 4. The source of electrical power when the vehicle is running

Example:



- F. A signed letter from a commissary or service depot is required that outlines:
1. The name, address, and phone number of the commissary or servicing depot
 2. The name and signature of the person in charge at the commissary or servicing depot
 3. The health permit number of the commissary or servicing depot.
 4. The services that will be provided to the mobile food vendor at the commissary or servicing depot
 5. **A clause that indicates any termination of the agreement, either by the mobile food vendor, the commissary or the servicing depot must result in written notification to the health authority by one or both parties within five business days of the termination of the agreement**
- G. An alternative address must be provided for the mobile unit's storage when the mobile unit is not parked at the commissary.

All Mobile Units must have:

- A. Identification information clearly visible on at least the left and right sides of the mobile unit to include the name of the business and mobile unit number; if mobile unit permits, the back and front of the mobile unit should contain identification information as well.
 - 1. Lettering must be in colors that contrast with the paint color of the mobile unit and be at least 3 inches high and ½ inch wide on the back, left and right sides of the mobile unit.
 - 2. Each mobile unit under the same business name must have unique identification numbers for each mobile unit. No other mobile unit within the responsible person's control may have the same identification number as any other mobile unit.
 - 3. **No mobile unit owned by another mobile food vendor may have the same business name and identification number chosen by any other mobile food vendor. A mobile food vendor found to have a deceptively marked mobile unit will be subject to denial and/or possible permit revocation by the health authority of its health permit.**



CHAPTER 2

Commissary and Service Depots

What's the difference between a Commissary and a Service Depot?

Commissary

A fixed non-mobile food establishment for the storage and preparation of food to be sold or served at or by a portable unit for service of food, catering operation, mobile food unit, farmers' markets and annual itinerants. A commissary may also serve as a servicing depot for the servicing and cleaning of equipment. A commissary must be an approved facility with a valid food establishment health permit issued by the health authority or agency of their operating jurisdiction.

Service Depot

A facility approved by the health authority or agency of jurisdiction for cleaning, disposing of liquid and solid wastes, and refilling of water tanks of a permitted portable unit for service of food, catering operation, mobile food unit and farmers' markets. **If food is to be stored at the facility, the facility must be designated as a commissary and not as a servicing depot.**



Commissary/Service Depot Requirements

A commissary/service depot:

- A. within Clark County, Nevada, must maintain a valid health permit issued by the Southern Nevada Health District
- B. must meet the equipment and structural requirements for a food establishment outlined by the Health District's Facilities Design Assessment & Permitting (FDAP) department and the 2010 Southern Nevada Health District Regulations Governing the Sanitation of Food Establishments
- C. must have proper backflow protection on all potable water sources
- D. must have floors that are sloped to drain to the sanitary sewer
- E. must provide an area large enough to accommodate the mobile unit with proper walls, ceilings, floors, lighting and adequate ventilation for cleaning of the mobile unit
- F. must have adequate ventilation to prevent accumulation for fumes, vapors and/or mist
- G. must have adequate hot water to properly clean and sanitize the mobile unit and equipment
- H. must have a stocked restroom available for anyone working within the commissary/service depot that provides adequate hot and cold water
- I. must maintain a solid waste receptacle, which maintains a schedule to be picked up with a frequency to prevent accumulation of putrescible garbage and other wastes to prevent a nuisance
- J. must provide a hose to clean the mobile unit
- K. must provide a separation between food prep and holding areas, and areas used for cleaning (**specific to commissary facilities**)
- L. must have adequate equipment and storage to accommodate the types of foods being cooked and store by a mobile vendor (**specific to commissary facilities only**)
- M. must have a three-compartment sink and hand wash sink available onsite (**specific to commissary facilities**)

Mobile Vendor's Requirements

- A. All mobile unit operators must report to their respective commissary or servicing depot daily when operating for cleaning, sanitizing and servicing.
- B. Mobile units that are being cleaned and serviced, must remove reusable items prior to being cleaned and serviced to prevent contamination.
- C. All solid waste generated during operation of the mobile unit and clean-up must be properly disposed of in an approved solid waste receptacle at the commissary/service depot.
- D. All pumps and hoses for the clean water tank, which supplies potable water, must be composed of NSF or equivalent food grade material, flushed and sanitized before being placed in service after construction, repairs, modifications and periods during which the hose are not in use. Operators must check for proper backflow on water source, prior to connecting hose at commissary/service depot.

**** A mobile vendor may also use any Health District-permitted food establishment (restaurant) as a commissary/service depot. The food establishment must meet the commissary/service depot requirements. Approval from the health authority is required. ****

CHAPTER 3

Facilities & Equipment Requirements

Refer to Chapter 5 of this manual for some examples of the requirements outlined in this chapter.

Exterior Requirements

A. Prepackaged Frozen Novelty Trucks and Frozen Product Sales/Delivery Mobile Unit

1. The outside of the unit should be composed of metal, fiberglass or equivalent to or exceeding NSF/ANSI standards for construction and materials.
2. Doors should be tightly fitted to exclude dust, dirt and vermin.

B. Self-Service Prepackaged Food Truck

1. The outside of the unit should be composed of metal, fiberglass or equivalent to or exceeding NSF/ANSI standards for construction and materials.
2. Doors should be tightly fitted to exclude dust, dirt and vermin.
3. There must be a cap on the wastewater tank's outlet (if applicable).
 - a. Ensure wastewater tank does not leak when filled with water.

C. Full-Service Coaches

1. The outside of the unit should be composed of metal, fiberglass or equivalent to or exceeding NSF/ANSI standards for construction and materials.
2. Doors should be tightly fitted to exclude dust, dirt and vermin.
3. There must be a cap on the wastewater tank's outlet.
 - a. Ensure wastewater tank does not leak when filled with water.

Interior Requirements

A. Prepackaged Frozen Novelty Trucks and Frozen Product Sales/Delivery Mobile Units

1. Equipment must be NSF/ANSI Standard 7 freezer unit or equivalent with a thermometer. **Dry ice is prohibited.**
2. Compressor must be capable of operating from a converter or other approved mechanical refrigeration at all times when mobile unit is running.
3. Operator must be able to stand upright in the mobile unit.
4. Service openings must be no larger than 18 x 18 inches and limited to two openings.

5. The inside of the mobile unit must be light in color and all surfaces, finishes, walls and ceiling must be smooth and easily cleanable. Floors should be composed of metal or commercial grade linoleum.
6. The ventilation and/or air conditioning system within the mobile unit must be capable of maintaining the internal ambient temperature within the testing limits of the refrigeration equipment, per manufacturer's guidelines.

B. Self-Service Prepackaged Food Truck

1. Interior cabinets and compartments must be smooth and easily cleanable, and free of any cracks, pits, crevices, ledges, sharp edges and rust.
2. Food and nonfood contact surfaces must be constructed of solid material, not limited to stainless steel. The surface must be free from pits, cracks, rust and other obstructions. **No wood surfaces or laminate countertops are allowed.**
3. Certified commercial mechanical refrigeration is required for all potentially hazardous foods.
4. A provision is required for proper disposal and storage of solid waste within and outside of the mobile unit for customer use.
5. Food handling outside, of the vehicle, must be limited to the preparation of espresso, specialty coffees, and related beverages provided that:
 - a. A designated hand washing sink is available that is NSF/ANSI or equivalent, and capable of providing hot and cold tempered potable water that is delivered through a faucet. The minimum size is 10 x 10 inches with a minimum depth of 6 inches and a 12-inch clearance above the sink. If the hand washing sink is located within 18 inches of a food preparation surface or the ware washing area, there must be a 12-inch high waterproof splash guard installed between the hand washing sink and the food preparation area and/or dish washing sink. At all times the hand washing sink must be affixed in place, accessible and uncovered. **Hot water must be available at a minimum of 100°F.**

Example:



6. An NSF/ANSI or equivalent three-compartment sink is required and must have two integral drain boards. The three-compartment sink must be large enough to accommodate all utensils and kitchenware and must have hot and cold water under adequate pressure. The faucets must reach all basins of the sink. **Hot water must be provided at a minimum of 120°F from the faucet at the three-compartment sink (if open food handling).**
7. The mobile unit must contain a 15-gallon fresh water supply, a water heater that provides adequate hot water at a minimum of 120°F, and a wastewater tank that is at least 15% larger than the capacity of fresh and hot water tanks, and meets the requirements of a Full Service Coach **(if open food handling)**.
8. The mobile unit must contain adequate safeguards to protect food from contamination during service and while in transit.
9. The mobile unit must have 35-foot candles of light on the preparation, hand washing sink and three-compartment sink surfaces.
10. Coffee prepared at a permitted food establishment may be sold from an approved commercial NSF or equivalent dispenser.

C. Full-Service Coaches

1. The unit must be fully enclosed and tall enough on the inside to stand upright, with a 6 ft. minimum height.
2. Interior cabinets and compartments must be smooth and easily cleanable as well as free of any cracks, pits, crevices, ledges, sharp edges and rust.
3. Service openings must be no larger than 18 x 18 inches, limited to two windows and located away from open food to protect the food from contamination. Service openings must be hinged or designed to slide open and remain open only while food and beverages are being served. If service openings are not self-closing, a fly fan must be installed.
4. Food and nonfood contact surfaces must be constructed of solid material, not limited to stainless steel. The surface must be free from pits, cracks, rust and other obstructions. No wood surfaces or laminate countertops are allowed. Surfaces must be affixed and sealed to the mobile unit.
5. Floors must be composed of impervious material, smooth and easily cleanable, with coved, watertight junctures. Walls and ceilings must be light colored with smooth, easily cleanable material.
6. Ventilation must be sufficient to prevent the unnecessary opening of doors and service windows.

7. The ventilation and/or air conditioning system within the mobile unit must be capable of maintaining the internal ambient temperature within the testing limits of the refrigeration equipment, per manufacturer's guidelines.
8. Cooking appliances generating grease-laden vapors must have an NSF/ANSI or equivalent ducted, grease-baffle hood with an approved fire suppression system installed and operational.
9. All light fixtures must be properly shielded and provide 50 foot-candles of light over food-contact surfaces, prep and ware washing areas.
10. Refrigeration, cooking, hot and cold holding equipment must be NSF/ANSI or equivalent. **Cold plate refrigeration is prohibited.**
11. Cooking and hot holding equipment may be powered using either vehicle electrical power or propane.
12. An NSF/ANSI or equivalent three-compartment sink is required and must have **two integral drain boards**. The three-compartment sink must be large enough to accommodate all utensils and kitchenware and must have hot and cold water under adequate pressure. The faucets must reach all basins of the sink. **Hot water must be provided at a minimum of 120°F from the faucet at the three-compartment sink.**
13. A designated handwashing sink is required that is NSF/ANSI or equivalent, and capable of providing hot and cold tempered potable water that is delivered through a faucet. The minimum size is 10 x 10 inches with a minimum depth of 6 inches and a 12-inch clearance above the sink. If the hand washing sink is located within 18 inches of a food preparation surface or the ware washing area, there must be a 12-inch high waterproof splash guard installed between the hand washing sink and the food preparation area and/or dishwashing sink. At all times the hand washing sink must be affixed in place, accessible and uncovered. No cutting board or drain board must be placed or permanently installed over the hand washing sink. The hand washing sink must be located between 30 and 42 inches above the floor in the food preparation area. **Hot water must be available at a minimum of 100°F.**
14. The clean water tank must be capable of holding a minimum of 40 gallons of potable water.
15. The hot water heater must be able to provide a minimum of 120°F of hot water. The water supply must be protected from contamination and back-siphonage and must fill and drain via RV-type fixtures.

16. The wastewater tank must be a minimum of 15% larger than the capacities of the tanks holding the clean water supply.
 - a. The wastewater tank drain must be at least 1 inch in diameter with a shut-off valve and cap.
 - b. **Wastewater tank with an outlet for overflow is prohibited.**
17. Water fixtures and tanks must meet the following requirements:
 - a. Water pumps must activate automatically when water is dispensed from a fixture. **Manually operated water pumps are prohibited.**
 - b. The water and wastewater tanks must be rigid, durable, and easily cleanable. **Collapsible tanks are not allowed.**
 - c. Water tanks must be sloped to drain and should have capacity indicators or have capacity visible from within the food prep area.
 - d. The mobile unit is not allowed to hook up to water or sewer anywhere except at their approved commissary or servicing depot.
 - e. The inlet for water must be removable, made of flexible copper pipe or other approved tubing.
 - f. There must be a cap available so the tank may be capped when not in use.
 - g. The filler hoses must be clearly and permanently identified, used only for its intended purposes, and hung with the ends connected or covered when stored.
 - i. Hoses connected for potable water must be:
 1. Food-grade, and NSF/ANSI or equivalent
 2. Smooth interior surface and made of durable, nonabsorbent corrosive-resistant material
 3. Resistant to pitting, chipping, crazing, scratching, distortion and decomposition
 4. A backflow prevention device must be installed on the water tap at the commissary or servicing depot.
 - h. If compressed air is used to pressurize the water tank system, a filter that does not pass oil or oil vapors must be installed in the air supply line between the compressor and drinking water system.
 - i. The inlet and outlet must be located to prevent contamination from the discharge of waste, dust from the road, oil or grease.

- j. The type and location of any pressurized tanks or cylinders used in the vehicle, including but not limited to carbon dioxide for beverages, or propane for heating or cooking require that all tanks and cylinders fasten securely to the mobile units.
18. Liquid petroleum must be installed and maintained to meet local fire department standards and other applicable laws. (if applicable)
 19. Pressurized cylinders must be installed in a compartment separate from the burner and be vented to the outside. (if applicable)
 20. Proper disposal and storage of solid waste is required within and outside of the mobile unit.

CHAPTER 4

Waivers

What is a Waiver?

A waiver is a written agreement between the health authority and a permit holder that authorizes a modification of one or more requirements of the 2010 Regulations Governing the Sanitation of Food Establishments if, in the opinion of the health authority, a health hazard or nuisance will not result from the modification.

Waiver Stipulations

- A. During the waiver process, the health authority may impose conditions in conjunction with operating with a waiver. If a waiver is granted, the health authority will retain the information in its records for the food establishment.
- B. An approved waiver is a condition of a health permit and must be maintained at all times. Violations documented as failure to maintain the conditions set forth in the waiver will constitute a five-demerit violation (violation #1) during operational inspections and may result in immediate suspension of the waiver, which will void the approved waiver agreement. **Continuous failure to meet conditions of the waiver may result in immediate revocation of the waiver.** It is the responsibility of the permit holder to abide by the conditions of the waiver.
- C. A waiver will be terminated without notice upon the sale of the subject mobile unit. A copy of the waiver approval letter and all required documents must be maintained within the mobile unit for review by food handlers and the Health District's inspectors on routine inspections.

What can I get a Waiver for?

With regard to a mobile unit, an operator may apply for a waiver for the following items:

- A. Change to operational restrictions (operate within 250 feet of another operator, operate at a fixed location for more than 30 minutes, etc.)
- B. Reduce water tank capacity
- C. Increase the sizing of the service window
- D. Operate with more than two service windows

Currently there are two standard waivers that we can approve. Any waivers outside of the standard waivers will require additional review and approval by the health authority. Application for a waiver is accompanied by applicable fees.

Waiver 1: Operational Restrictions

This waiver allows a mobile vendor to operate for up to 4 hours in one location. **Operator must provide:**

- A. a permission letter from the property's owner, as well as a letter stating that they have access to a restroom
- B. a schedule for operating at the location

Only one waiver needs to be applied for, but the operator must submit multiple permission letters for multiple locations if desiring to operate at multiple locations. **This waiver may be applied for at any time and is good for the life of the permit.**

Waiver 2: Equipment Modification

This waiver is designed for operators wishing to modify equipment requirements such as reduce the capacity of their water tanks due to a limited menu (shaved ice, coffee, etc.). This waiver must be applied for at the time of a permit approval. Supporting documentation, such as a menu, must be submitted for approval to verify that there will be a limited need for warewashing. Approval of this waiver will allow for a 15-gallon clean water tank and a 20-gallon wastewater tank to be installed. Documented violations for lack of adequate water on operational inspections will result in revocation of this waiver. Service window changes will also fall under this waiver. Operator must provide an operational plan.

Upon approval of any waivers, a conditional letter will be provided to operator stating all requirements to maintain the waiver.

Waiver Process

Identify the regulation that is desired to be modified



Complete an application with the required documentation




Submit for approval



Once approved, comply with all aspects of the conditional approval letter

Example of Waiver Form

Waiver Request Form (Mobile Vending)



GENERAL INFORMATION

Company Name _____ SNHD Permit Number _____
Contact Name _____ Contact Phone Number _____
Contact E-mail Address _____

USE OF WAIVER

Waiver request for: Fixed location more than 30 minutes Operations after 7:00pm
 Operating within 250 feet of another mobile vendor

Regulation which requires waiver: _____ (Ex. 10-304.11)

Describe reason for waiver request:

Location and time where waiver is needed: _____

Use additional sheet is necessary, route sheet as necessary

| List potential public health risks arising from non-compliance with the regulation noted above: | List conditions/procedures/documentation intended to mitigate the potential public health risks |
|---|---|
| | |
| | |
| | |
| | |

SUPPORT DOCUMENTATION

Location permission letter Toilet facilities permission letter Business contract
 Mobile Food Vendor Space Lottery application Route sheet

Signature _____ Date _____

Examples of Situations Requiring a Waiver



Service window larger than 18x18 inches



Operating with more than two service windows



Mobile vendor operating within 200 ft of another vendor

CHAPTER 5

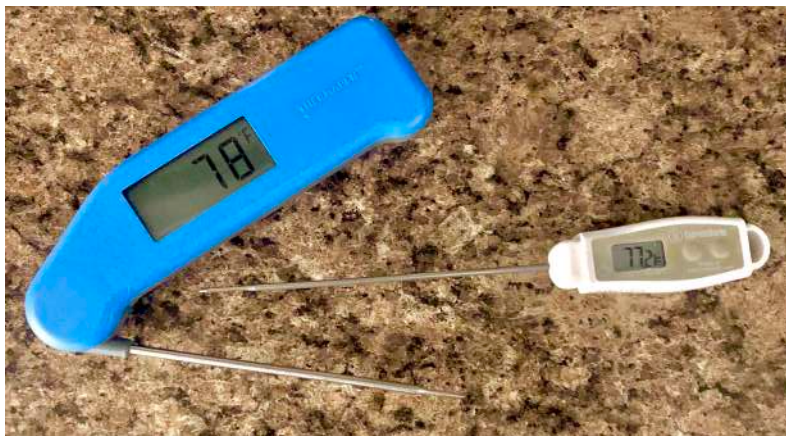
Examples of Approved Equipment

Equipment shown is not inclusive of all approved equipment. Please use the following examples as a guide. When in doubt about the acceptability of equipment, contact the Health District's Environmental Health Food Operations Program for approval.

APPROVED THERMOMETERS FOR HOT AND COLD HOLDING UNITS



APPROVED COOKING THERMOMETERS



FREEZERS & REFRIGERATION

Approved



| COMMERCIAL REFRIGERATOR | |
|---|---|
| MODEL: TOM-40LB-N | |
| RATINGS | 115V/60Hz/1Ph |
| TOTAL LOAD(A) | 6.9A |
| DESIGN PRESSURE | Hi: 244 psig Lo: 129 psig |
| REFRIGERANT | R-290 150g(0.330 lb) |
| TYPE 1 DISPLAY REFRIGERATOR This case is intended for using indoor location and ambient temperature not exceeding 75°F(24°C) | |
|  C US 269654 |  SANITATION Serial Number: H2TMI40D1022 |

Not Approved



Cold Plate Freezer

(***may only be approved for Prepackaged Frozen Novelty Trucks & Frozen Product Sales/Delivery Mobile Unit ONLY***)

Household Deep Freezers

WATER TANKS

Approved



Clean water tank (not shown to scale)

Not Approved



Grey water tank (not shown to scale)



Unapproved hole inlet for filling

HAND SINK

Approved



Not Approved



Hand sink does not meet the minimum size requirement and needs splash guard

DRAIN VALVE

Approved



RV-type waste valve

Not Approved



Towel used to plug the wastewater tank.



Drain valve must be rigid.

CLEAN WATER HOSE

Approved



Potable water hose

Not Approved



Garden hoses are not approved

COLD HOLDING

Approved



Not Approved



Cold plate refrigeration

3-COMPARTMENT SINK

Approved



Not Approved



Not NSF or equivalent and missing drain boards.



No drain boards



Only one drain board

GENERATOR



EQUIPMENT FINISHES

Approved



Caulking smooth and easily cleanable

Not Approved



**Sloppy, uneven caulking.
Not smooth or easily cleanable.**



Cracked caulking

HOT HOLDING

Approved



Not Approved



Equipment not certified



COOKING EQUIPMENT

Approved



Not Approved



Not NSF or equivalent equipment



Household equipment



Rusting cooking equipment

VENTILATION HOODS

Approved



Approved certified hood and filters



Approved automatic fire suppression system

Not Approved



Unapproved hood



Unapproved filters



Unapproved hood



Illegally modified filter



Hood not properly installed



Gaps in filters

WATER TANK GAUGE

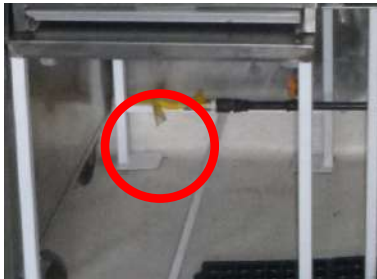


FLOOR JUNCTIONS AND EQUIPMENT SEAL

Approved



Equipment properly sealed to the floor



Equipment properly sealed to the floor



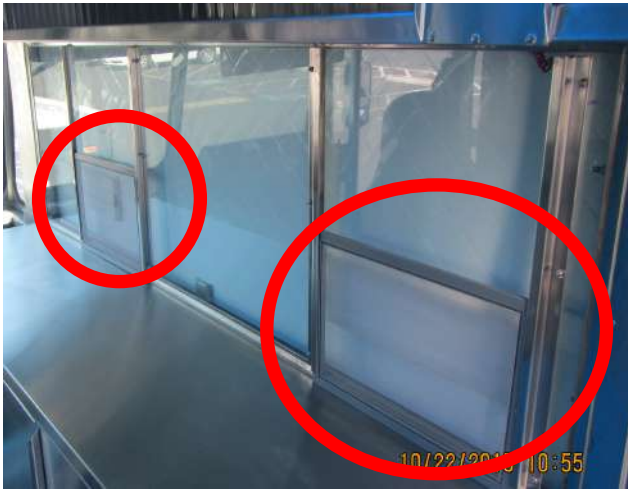
Not Approved



Improper flooring

WINDOW OPENINGS

Approved



Meets 18x18 opening

Not Approved



Opening is too large (See chapter 5)



Properly screened overhead opening



Too many windows (See chapter 5)

CONVERTER/ BATTERIES



CHAPTER 6

Frequently Asked Questions (FAQs)

1. How do I start a food truck?

⇒ It is best to familiarize yourself with the contents in this manual and the Health District's 2010 Southern Nevada Health District Regulations Governing the Sanitation of Food Establishments. Use the checklist provided in **Appendix A** of this manual when inspecting a potential mobile unit for purchase. It is also advised that a potential operator contact the Health District for a mobile vending survey on a mobile unit, prior to purchasing a mobile unit, to have an inspector evaluate whether the mobile unit will be approved for a mobile vending permit. **Chapter 1** of this manual outlines the required documentation needed to start a mobile food truck and **Chapter 3** outlines the minimum requirements that a mobile unit must meet to be approved to operate.

2. Do I need a fire suppression system installed on my mobile unit?

⇒ If you will be using an open flame for cooking, you are required to have a fire suppression system installed on your mobile unit. Mobile units must comply with all applicable fire codes.

3. What happens if my mobile unit is in an accident and is totaled out? Can I transfer the permit to another mobile unit?

⇒ Mobile Vending permits issued by the Health District are non-transferable. If a mobile unit is required to be replaced, the existing permit must be deleted and a new Mobile Vending permit must be obtained. Mobile Vending permit fees are not prorated and cannot be transferred to a new permit.

4. Can I set up tables and chairs outside of my mobile unit?

⇒ Operators must comply with all state and county guidelines when considering setting up tables and chairs outside of a mobile unit. Permission must be obtained from the governing department of the area in which a mobile vendor desired to operate in.

5. Can I sell alcoholic beverages from my mobile unit?

⇒ Operators must have an active mobile vendor health permit issued by the Health District and comply with all state and county regulations regarding the sale of alcoholic beverages from a mobile unit.

6. Can I prepare food at home to sell from my mobile unit, if I cannot get into my commissary?

⇒ All food items sold from a mobile unit must be prepared in and/or obtained from a permitted facility. Food may be prepared on the mobile unit at the site in which the food will be sold or in an approved commissary only. **Preparing food in an unpermitted facility and/or residential kitchen is prohibited.**

7. How do I know which servicing facility to choose from, a service depot or commissary?

⇒ If you require a facility for emptying and filling water tanks, storage of your mobile unit and a site for dumping garbage, then you may need a service depot.
⇒ If you need to prepare and store food, empty and fill water tanks, store your mobile unit and a site for dumping garbage, then a commissary is what you may need.

8. Do I need any additional permits to operate at a special event or farmers market?

⇒ You do not need any additional permitting to operate at special events or farmers markets, provided you will only be using the equipment approved on your mobile unit. If you are planning on setting up additional equipment or operating outside of the mobile unit you must obtain a temporary event permit.

9. Can I use a smoker or BBQ with my mobile vendor permit?

⇒ Any external BBQ/Smoker equipment requires additional permitting and is required to operate in conjunction with a full-service mobile vendor permit.



10. Can I use household equipment on my mobile unit?

⇒ No. Only certified commercial equipment is allowed to be used when operating under a Health District health permit.

11. When do I get my grade card?

⇒ Mobile units must submit their route sheets to their assigned inspector monthly. Your inspection for your grade card will be unannounced, and your first inspection will be approximately 30 days from when you begin operating.

Appendix A

Plan Review Walkthrough Checklist

Use the below checklist to aid in determining if your mobile unit will pass a plan review inspection:

DOCUMENTATION

- Secretary of State registration?
- Vehicle/mobile unit registration?
- Commissary/Service Depot signed letter?
- Completed Health District FDAP application?
- Mobile Unit plans / layout?
- Menu?

OUTSIDE OF THE MOBILE UNIT

- Mobile unit contains proper identification?
- Mobile unit is composed of the proper material?
- License plate displayed?
- Wastewater cap present (if applicable)?
 - Wastewater tank not leaking after running water?
- Power source present and in good repair?
 - Adequate power to supply enough power to the mobile unit when everything is operating?

INSIDE OF THE MOBILE UNIT

- Hood present (if applicable)
- NSF or equivalent?
- Hood operational?
- Fire suppression installed?
 - Fire suppression tested and tagged?
- 3-comp sink present (if applicable)?
 - 2 integral drain boards present?
 - Faucet reaches all three basins?
 - NSF or equivalent?
- Equipment is properly sealed to display smooth and easily cleanable crevices?
- Cold holding units present (if applicable)?
 - Operational to hold foods at 41°F or colder?
 - NSF or equivalent?
 - Adequate in quantity?
 - Freezer capable of freezing?
- Hot holding units present (if applicable)?
 - Operational to hold foods at 135°F or warmer?
 - NSF or equivalent?
 - Adequate in quantity?

- Cooking equipment present (if applicable)?
 - Positioned 'completely' under the hood?
 - NSF or equivalent?
 - Adequate in quantity?
- Hand sink present (if applicable)?
 - Minimum size 10x10?
 - NSF or equivalent?
 - Stocked with hand soap and paper towels?
 - Adequate in quantity?
- Clean water tank present (if applicable)?
 - Adequate in size?
 - NSF or equivalent?
- Wastewater tank present (if applicable)?
 - Adequate in size?
 - NSF or equivalent?
 - Not leaking?
- Water available? (if applicable)
 - Hot water at hand sink, minimum temp 100°F?
 - Hot water at 3-comp sink, minimum temp 120°F?
 - Cold water available?
- Service Window(s) present?
 - Each opening max 18x18?
 - Two service windows or less present?
- Adequate lighting present?
- Floors composed of approved material?
- Thermometers available in cold and hot holding units (if applicable)?
- Stem thermometer available (if applicable)?
- Sanitizer available?
 - Test strips available?



All further guidance and explanations to the information provided in this manual may be found in [Chapter 10 of the 2010 Southern Nevada Health District Regulations Governing the Sanitation of Food Establishments](#). For information on maintaining safe food handling practices, see our [Mobile Vendor Operational Manual](#).