



## MOBILE/VENDOR FOOD ESTABLISHMENT CHECKLIST

This checklist provides a list of requirements necessary for the approval of a Mobile/Vendor Food Establishment in those areas of the State permitted by Texas Department of State Health Services and areas within the City of New Braunfels. Critical items (\*) MUST BE met in order to qualify for permitting. Mobile/Vendor food establishments and criteria may vary depending on the type of operation.

- 1) Constructed Booth or Concession Trailer possess: Liquid waste retention tank with capacity at least 15% larger than the potable water waste storage tank, or quick disconnect to sanitary sewer \* YES \_\_\_\_\_ NO \_\_\_\_\_
- 2) Constructed Booth or Concession Trailer is equipped with: Potable water, under pressure from an approved source.\* YES \_\_\_\_\_ NO \_\_\_\_\_
- 3) Constructed Booth or Concession Trailer is equipped with: Hot and cold running water under pressure to all required sinks.\* YES \_\_\_\_\_ NO \_\_\_\_\_
- 4) Hand sink is provided, and is conveniently located and accessible.\* YES \_\_\_\_\_ NO \_\_\_\_\_
- 5) Soap, paper towels, detergent and sanitizing chemicals are provided.\* YES \_\_\_\_\_ NO \_\_\_\_\_
- 6) Three-compartment sink is provided.\* YES \_\_\_\_\_ NO \_\_\_\_\_
- 7) All equipment for hot and cold holding, adequate to maintain potentially hazardous food at required temperatures is located within permitted structure. Refrigeration must be Commercial grade.\* YES \_\_\_\_\_ NO \_\_\_\_\_
- 8) Food products are obtained from approved sources.\* YES \_\_\_\_\_ NO \_\_\_\_\_
- 9) A servicing area shall be provided for cleaning, supplying, loading of water and discharge of sewage.\* Proof of service location is attached. YES \_\_\_\_\_ NO \_\_\_\_\_
- 10) Food Handlers possess City of New Braunfels approved food handler certification. YES \_\_\_\_\_ NO \_\_\_\_\_
- 11) All customer ware/utensils are disposable "Single Service" ware/articles. YES \_\_\_\_\_ NO \_\_\_\_\_
- 12) A central preparation facility must be licensed and be operated according to the requirements of TFER. Proof of licensed commissary facility is attached. YES \_\_\_\_\_ NO \_\_\_\_\_
- 13) Potable water inlet is equipped backflow device & with a hose connection of a size or type that prevents its use for any other purpose. YES \_\_\_\_\_ NO \_\_\_\_\_

- 14) Potable water distribution pipes or tubing are constructed and installed in accordance with public health and plumbing standards including the liquid waste servicing connection which must be of a different size than the water connection. YES \_\_\_\_\_ NO \_\_\_\_\_
- 15) Effective control measures are used for insects, rodents and environmental contaminants. Screening is present & is at least 16 mesh to the inch.\* YES \_\_\_\_\_ NO \_\_\_\_\_
- 16) Mobile/Vendor food concession is constructed of corrosion-resistant, durable materials, and completely enclosed.\* YES \_\_\_\_\_ NO \_\_\_\_\_
- 17) Mobile/Vendor food establishment interior surfaces are easily cleanable, including non-absorbent floors, walls and ceilings.\* YES \_\_\_\_\_ NO \_\_\_\_\_
- 18) Concession unit has counters and tables which are durable and are easily cleanable. YES \_\_\_\_\_ NO \_\_\_\_\_
- 19) Equipment is installed so that it is easily cleanable and is in clean, sound condition. YES \_\_\_\_\_ NO \_\_\_\_\_
- 20) Facilities are provided for solid waste storage that are easily cleanable and covered. YES \_\_\_\_\_ NO \_\_\_\_\_

( \* ) Requirement must be met in order to qualify for permitting.

In addition to completing the checklist, the following information is also required:

1. Complete "Menu" to be served.
2. Floor plan for the concession.
3. List of all employees and their food handler card number.
4. Copy of your Sales Tax ID from the State Comptroller.
5. Copy of the Commissary license.
6. Equipment schedule summary
7. Detailed operational summary of your booth operation.