

**CITY OF ROSENBERG
HEALTH DEPARTMENT
2220 4TH Street
Rosenberg, Texas 77471
Tel. 832-595-3550
Fax. 832-595-3501**

MOBILE FOOD ESTABLISHMENTS

Persons who plan to open or renovate an existing mobile food unit should contact the Health Department for approval at 832-595-3550.

Submit Plans

Two (2) sets of construction plans, **drawn to scale**, must be submitted for review and approval by the Health Department .

These plans must contain the layout and finish construction material of the entire mobile food unit. It shall include all food preparation areas, storage areas, hand sinks, food preparation sinks, dishwashing sinks, cooler/freezer units and associated plumbing; food equipment and location of equipment, lighting, venting and mechanical; and service window areas.

Menu

Provide a menu listing all foods and beverages to be served. Provide a list of suppliers for all products used.

Letter of Intent

A letter of intent should be submitted include a written summary of how you intent to operate the mobile food unit. The description of operation shall include, but is not limited to, the following: whether handling prepackaged foods only, main hours of business operation and business locations.

Mobility

A mobile food unit must be easily and readily moveable. Trailers towed behind a vehicle **do not** qualify. A mobile food unit is allowed to do business in construction sites only. No mobile food unit is allowed in Parks. A mobile food unit **can not** park in one location or move in and out and set up at that same location from day to day. A unit that does is no longer mobile and must meet fixed food service establishment and building code requirements.

Commissary

Mobile food units shall operate from an approved commissary (central preparation facility) and shall report **daily** to such location for all supplies and cleaning and servicing operations. The commissary used as a base for operation shall be constructed and operated in compliance with the Texas Food Establishment Rules (TFER). **No food shall be prepared in a private home.** All foods must be from an approved commercial source.

The owner of any mobile food unit must provide verifiable documentation of the location of the Commissary to the Health Department and submit a copy of the commissary's Health permit and the most recent Food Service Establishment Inspection Report. A letter verifying your access to the commissary facility must also be submitted.