



Application to Service Mobile Food Vending Unit at an Alternative Facility

Complete this form if you are requesting approval for your Class D or Class E Mobile Food Vending Unit to be serviced (cleaned and stored) at a facility that is not a Mobile Food Vending Commissary permitted by the NYC Health Department.

See additional instructions and important information on the other side of this form.

MOBILE FOOD VENDING UNIT INFORMATION

Permittee Name: _____ DBA: _____

Record Number: _____ Unit Type: _____
(Pushcart, Trailer or Vehicle)

Decal #: _____

Telephone #: _____ Email Address: _____

Mailing Address: _____
(Building Number, Street Name, City, State, Zip Code)

FACILITY/PROPERTY INFORMATION

Description: _____

Street #: _____ Street Name: _____

Borough/City: _____ State: _____ Zip Code: _____

Telephone #: _____ Email Address: _____

SIGNATURES

As the owner/operator/managing agent/ lessee of the facility/property, I affirm that I have agreed to allow the Permittee named herein to use the facility for the sole purposes of cleaning their vending unit and storing the unit when it is not in use/in operation. I also certify that the facility complies with all conditions set forth in §6-08 of Chapter 6 of Title 24 of the Rules of the City of New York and listed on the other side of this document.

(Name of property owner/managing agent/lessee) (Signature) (Date)

As the operator of the mobile food vending unit, I affirm that the unit will be brought to this location every 24 hours to be cleaned and that the unit will be stored at the same location when it is not in use/operation.

(Name of Mobile Food Vending Unit permittee) (Signature) (Date)

False statements made herein are punishable as a Class A Misdemeanor pursuant to section 210.45 of the Penal Law. In addition, submission of any false statements may be subject to penalties prescribed for violations of Health Code §3.19 and other applicable law.

Approved

Not Approved

FOR DEPARTMENT OF HEALTH AND MENTAL HYGIENE USE ONLY

INSTRUCTIONS AND ADDITIONAL INFORMATION

Application must be completed by the mobile food vending unit permittee, and must be presented to the Department of Health at the time of any pre-permit inspection of the vending unit. The permittee's name and record number must be entered as they appear on the Mobile Food Vending permit.

A copy of the signed/approved application must also be available to inspectors upon request at the time of any operational inspection.

Ways to submit revised/amended application form:

Email: MFVInspections@health.nyc.gov

Fax: (347) 396-8046

Mailing Address:

NYC Department of Health and Mental Hygiene
Mobile Food Vending Inspection Program
125 Worth Street, 9th Floor, CN-59A
New York, NY 10013

Office Hours:

Monday to Thursday: 9:00 a.m. to 4:00 p.m.

Friday: 9:00 a.m. to 2:00 p.m.

Title 24 of The Rules of The City of New York

§6-05 Supply and Equipment Requirements for Mobile Food Vending Units

Permit Class	Class D	Class E
What's allowed	Non-potentially hazardous unpackaged or packaged foods	Non-potentially hazardous uncut fruit and vegetables only
Equipment Requirements		
Potable water	Required	Not Required
Food & ware washing sink	Not Required	Not Required
Hand wash sink	Not Required	Not Required
Waste water tank	Required	Not Required
Overhead structure	Required	Not Required
Ventilation	Required	Not Required
Cold holding	Required	Not Required
Hot holding	Required	Not Required
Thermometers	Required	Not Required

§6-08 Facilities for servicing Class D and Class E mobile food vending units.

(a) Use of a facility that services four or fewer Class D and/or Class E mobile food vending units that are not food trucks, or one Class D or Class E food truck, may be approved by the Department at or prior to the pre-permit inspection of such Class D and/or Class E units.

(b) A person holding a permit for a Class D or Class E mobile food vending unit who requests approval from the Department for use of a facility other than a commissary shall identify the location of such facility and provide the Department with the individual or business name, address, telephone number(s), and e-mail contact information, if available, for the owner of the facility. The owner of the facility, or the permittee, if the permittee is the owner of the property where the facility is located, shall certify to the Department that the facility complies with all the following conditions:

- 1) The facility is not used to store or discard food.
- 2) The facility is constructed of materials whose surfaces are easily cleanable, non-toxic, non-absorbent, and smooth and designed to protect the mobile food vending unit at all times from environmental contamination.
- 3) The facility is adequately lighted; equipped with potable hot and cold running water and drainage for liquid wastes; provides adequate space and facilities for cleaning and storing the unit; and is located entirely on private property.
- 4) The facility has all required permits other than a commissary permit and its use complies with all applicable fire safety, zoning and building laws. At the request of the Department, the user shall provide copies of any required permits.
- 5) No more than four Class D and/or Class E mobile food vending units are serviced at the facility.
- 6) Any mobile food vending units stored in the facility and the facility must be kept in a sanitary condition.
- 7) No units may be cleaned on public streets or sidewalks.
- 8) No live animals shall be kept or allowed within any storage or cleaning facility.
- 9) Garbage, refuse and other solid and liquid wastes shall be collected and stored at the mobile food vending unit while the unit is in use, and removed from the unit and disposed of at a commissary or other approved facility so as not to create a nuisance in accordance with Health Code §89.25.