

# PUBLIC HEALTH PERMIT/LICENSE SUPPLEMENTAL APPLICATION



COUNTY OF LOS ANGELES  
**Public Health**

## MOBILE FOOD FACILITY

### Environmental Health Division

#### Mobile Food Program

5050 Commerce Drive, Baldwin Park, CA 91706

[www.publichealth.lacounty.gov/eh](http://www.publichealth.lacounty.gov/eh) | (626) 430-5500

NEW

CHANGE OF OWNERSHIP

This Supplemental Application must be completed and submitted with the Public Health Permit/License Application and all supporting documents. See page 2 for all required documents. Please contact the Mobile Food Program at (626) 430-5500 to request a secure email to submit personal documents safely.

For new Mobile Food Facilities, please contact the Plan Check Program at (626) 430-5560 for instructions on how to submit plans and obtain approval.

|                      |                               |
|----------------------|-------------------------------|
| Date of Application: | Legal Name of Business (DBA): |
|----------------------|-------------------------------|

## PERMIT TYPE

| FACILITY TYPE | Select Type of Permit. One application per Mobile Food Facility (MFF) – See page 2 for definitions.   | PERMIT FEES |
|---------------|---|-------------|
|               | <input type="checkbox"/> <b>Mobile Food Facility – Low Risk:</b> A Mobile Food Facility that sells only whole, uncut, uncooked produce, pre-packaged ice cream bars or frozen fruit-based bars, or prepackaged non-potentially hazardous foods, for retail sale.<br><i>(Examples: pre-packaged ice cream truck, produce truck).</i>   | \$325       |
|               | <input type="checkbox"/> <b>Mobile Food Facility – Moderate Risk:</b> A Mobile Food Facility that offers potentially hazardous foods or prepared/unpackaged food that does not include any raw meat, raw fish, or raw poultry, for retail sale.<br><i>(Examples: soft serve ice cream truck, smoothie truck, fruit salad truck, beverage truck, donut truck, pizza truck, sandwich truck handling precooked meats).</i> | \$598       |
|               | <input type="checkbox"/> <b>Mobile Food Facility – High Risk:</b> A Mobile Food Facility that prepares food, including raw meat, raw fish, or raw poultry, for retail sale.<br><i>(Examples: taco truck, kebab truck, BBQ truck, sandwich truck handling raw meats).</i><br><small>Note: Occupied Mobile Food Facilities (truck or trailer) must be fully enclosed and require the HCD Certification.</small>           | \$761       |
|               | <input type="checkbox"/> <b>Mobile Support Unit:</b> A vehicle used in conjunction with a commissary or other permanent Food Facility that travels to and services Mobile Food Facilities as needed to replenish supplies, including food and potable water, clean the interior of the unit, or dispose of liquid or solid wastes.  | \$313       |
|               | <input type="checkbox"/> <b>Soft Serve Machine (Only applicable to Moderate and High Risk MFF)</b>  | \$325       |
|               | <b>Total Due:</b>   |             |

## COMMISSARY

|  |                              |                 |
|--|------------------------------|-----------------|
| Commissary Name:   | Contact Person:              | Phone #:        |
| Business Address: (Include street directions, if applicable) | Unit:                        | City: Zip Code: |
| Business E-mail Address:                                     | Business Website:            |                 |
| Business Phone #:  | Additional Business Phone #: |                 |

| VEHICLE                             |  |                          |
|-------------------------------------|--|--------------------------|
| Plan Check SR #: (for new MFF only) | Certification Sticker #: (located on the rear, driver side of the vehicle) |                          |
| Vehicle License Plate #:            | Vehicle Identification # (VIN):  | Vehicle Make/Model/Year: |

| CERTIFICATIONS                         | Certified Food Protection Manager (CFPM) Obtained:   |  |
|--|--|--|
|  | <input type="checkbox"/> Yes   | <input type="checkbox"/> No – Provide proof of CFPM <b>within 60 days</b> of the start of operation via <a href="mailto:ehvip@ph.lacounty.com">ehvip@ph.lacounty.com</a> .<br><i>Failure to submit certification is a violation.</i> |
| Certified Food Handler (CFH) Obtained: |  |  |
| <input type="checkbox"/> Yes           | <input type="checkbox"/> No – Provide proof of CFH card <b>within 30 days</b> of the start of operation via <a href="mailto:ehvip@ph.lacounty.com">ehvip@ph.lacounty.com</a> .<br><i>Failure to submit certification is a violation.</i> |  |

| SUBMIT THE APPLICABLE DOCUMENTS WITH THIS APPLICATION:   |   |
|--|---|
| <input type="checkbox"/>   | Completed <a href="#">Public Health Permit/License Application</a>  |
| <input type="checkbox"/>   | <b>Commissary Contract dated within the past 30 days</b> – A Commissary is a permitted facility where food is stored and advanced food preparation takes place; also, the MFF is cleaned, wastewater is thrown away, and potable water is obtained. |
| <input type="checkbox"/>   | <b>Complete the <a href="#">MFF Route Reporting form</a></b> to report arrival and departure times of each location where the retail food business will be conducted.   |
| <p>Additionally, the following online platforms are approved alternative methods for Mobile Food Operators to submit their routes changes, however, are not endorsed by Public Health:</p> <ul style="list-style-type: none"> <li>Post on social media (Facebook, Instagram, "X", Yelp, or others)</li> <li>Submit an update at <a href="https://trucks.bestfoodtrucks.com/signup/reporting">https://trucks.bestfoodtrucks.com/signup/reporting</a></li> </ul> |   |
| <input type="checkbox"/>   | <b>Menu</b> – A list of food items prepared on the MFF.   |
| <input type="checkbox"/>   | <b>Housing and Community Development</b> certification for occupied trucks and trailers.  |
| <input type="checkbox"/>   | <b>DMV Registration</b>   |
| <input type="checkbox"/>   | <b>Lease Agreement</b> if vehicle is leased.  |

| ACKNOWLEDGEMENT          |  |
|--------------------------|--|
| <input type="checkbox"/> | I hereby certify under penalty of perjury that the above information is true and correct, and I will operate my Mobile Food Facility (MFF) in compliance with the requirements set forth in the California Health and Safety Code.   |
| <input type="checkbox"/> | Any changes to approved operations must be reported to this Division in writing prior to change.   |
| <input type="checkbox"/> | I understand that failure to service, clean and/or store my mobile food facility at an approved commissary or other approved facility may result in the suspension or revocation of my Public Health Permit to operate as a mobile food facility with the County of Los Angeles. |
| Signature:               | Title:   |
| Print Name:              | Date:  |

| OFFICE USE ONLY           |  |             |
|---------------------------|--|-------------|
| Reviewed and verified by: | Invoice # _____  | Date: _____ |
| Print Name                | Old account to be inactivated, if applicable:<br>FA: _____ PR: _____ |             |