

## VENDOR'S CHECKLIST

- **Mobile Food Facility Operation Guide**  
[Mobile Food Facility Operation Guide](#)
- **Mobile Food Facilities Application Packet**  
[Application Packet - Mobile Food Facilities](#)
- **Food Safety Certifications**  
[ANAB Food Safety Certification](#)
- **Commissary Agreement for Mobiles**  
[Commissary Agreement for Mobiles \(Allegheny County, PDF\)](#)

## LOCAL & COUNTY PERMIT REQUIREMENTS

- **Allegheny County (Pittsburgh)**
  - [Chapter 719: Vendors and Peddlers](#)
  - [Licensing Rules and Regulations](#)
  - [maps of prohibited vending locations\(](#)
  - [application online](#)
  - [City Finance department](#)
  - [Allegheny County Health Department Certificate](#)
- **Philadelphia (City)**
  - [Guide to Permits and Licenses for Opening a Mobile Food Business](#)
  - [Obtain a Business Income and Receipts Tax ID](#)
  - [Obtain a Commercial Activity License](#)
  - [Food Safety Certificate](#)
- **Bucks County**
  - [Application for License to Conduct and Operate a food facility \(SA-13\)](#)
  - [Plan Review for Mobile Food Units \(application only\) Fee is only required for trucks under construction \(SA-145\)](#)
  - [Commissary Verification Form \(Must be notarized if outside Bucks County & not owned by MFU operator/owner\) \(SA -15\)](#)
  - [Copy of Health License for Commissary \(if outside Bucks County\)](#)
  - [Copy of or proof of application for a PA Sales & Use Tax License \(PA100\)](#)

## PENNSYLVANIA STATE REQUIREMENTS

### CONTACT INFORMATION

| REGION / JURISDICTION     | AGENCY / ROLE  | PHONE           | EMAIL / NOTES  |
|---------------------------|--|-----------------|--|
| <b>Statewide</b>          | PDA Bureau of Food Safety & Lab Services (Plan Review & License) | (717) 787-4315  | Plan review email:<br><a href="mailto:RA-AGPLANREVIEW@pa.gov">RA-AGPLANREVIEW@pa.gov</a><br>(Pennsylvania Government,<br><a href="#">PDF4PRO</a> ) |
| <b>Allegheny County</b>   | ACHD Food Safety Program (MFF licensing & commissary)            | (412) 578-8044  | 2121 Noblestown Rd, Ste 210, Pittsburgh, PA 15205 ( <a href="#">Allegheny County</a> )   |
| <b>City of Pittsburgh</b> | Business Licensing Dept. (Mobile Vendor License)                 | Check city site | Apply link on city.gov business services page ( <a href="#">pittsburghpa.gov</a> )   |
| <b>Philadelphia City</b>  | Department of Public Health – Mobile Food Licensing              | via portal      | See “Guide to Permits and Licenses for Mobile Food Business” PDF ( <a href="#">business.phila.gov</a> )  |
| <b>Bucks County</b>       | Bucks County Environmental Health                                | via website     | Plan applications, commissary forms & fees detailed online ( <a href="#">Bucks County</a> )  |