



Public Health
Prevent. Promote. Protect.
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Health Officer

Brown County Department of Health

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APPLICATION for a MOBILE FOOD LICENSE

From January 1, 2025 to December 31st 2025

For Operation of a Mobile Retail Food Establishment

Application is hereby made for a license to operate a mobile retail food establishment. By this application, it is agreed that the establishment will comply with the provisions of the Indiana State Department of Health Rules 410 IAC 7-24, 410 IAC 7-26, 410 IAC 7-24-55, and Brown County Ordinances 08-17-98-01, 11-18-96. It is further agreed that the establishment shall be open to inspection by agents of the Brown County Health Department.

THIS PERMIT IS NOT TRANSFERABLE –new ownership needs a new permit.

The fee is not refundable. Submitting this application does not guarantee a license will be issued.

Name of Establishment: _____
The name commonly used or the "doing business as" name.

Mailing Address: _____ **State:** _____ **Zip:** _____
The legal mailing address of the business-this may or may not be the same as the street location

Street Location of Establishment: _____

Phone: (_____) _____ **Emergency Phone:** (_____) _____
In case of emergency, if business is closed

Business Operator's Name: _____
The person or corporation that owns the business.

Business Owners Mailing Address: _____ **State:** _____ **Zip:** _____

Business Owner's Phone/Cell: (_____) _____

E-Mail Address: _____ @ _____
If the operator or manager has an e-mail address, please show it here.

Website Address: _____
If the business has a web address show it here-it is not required

On-Site Manager's Name: _____

Commissary Name: _____

Commissary Address: _____

The commissary for the business- all daily cleaning of the unit to be done here, storage of products, food preparation

Food Items: _____

Suppliers: _____

ALL Freezers and cooling units are required to have a thermometer.

Establishment's Daily Opening & Closing Times: _____

Is this a Seasonal Operation? Yes____ No____ If yes – opening date_____

Water Supply:_____

Where you will get your potable water

Dump Tank Waste Disposal:_____

How you intend to dispose of the waste water from the unit.

CERTIFIED FOOD MANAGER REQUIRED on staff if producing any food with meat, poultry or seafood–

Title 410 IAC 7-22-15(g) www.IN.gov/isdh/regsvcs/foodprot/foodhandler/certificationrule.htm

NAME and NUMBER on Certificate and expiration date:

NAME_____ **Licensing Company**_____

Expires____/____ **NUMBER**_____

Person, Certification Number, plus the company name where they are certified (such as ServSafe)

BCHD can accept:

Check, Credit/Debit Card (3% fee on cards), Cashier's Check, Cash or Money Order,

(The Brown County Health Department reserves the right to refuse a check, and there is a 3% fee on credit or debit cards. We can take credit/debit information over the phone)

THIS SIGNED ORIGINAL FORM MUST BE RETURNED TO OUR OFFICE even if you pay online with a credit/debit card

Checks are to be made payable to the **Brown County Health Department**, we have the right to refuse to accept a check. Mailing address; P O Box 281, Nashville IN 47448

I attest to the accuracy of the information provided herein;

Signature: _____

Print Name: _____ **Date:** _____

Title: _____

The person who fills out the application needs to sign this application, plus indicate their title.

Food License Fee:

1-5 Employees-\$120.00 6-9 Employees-\$240.00 10 or more-\$300.00

Do not write below this line. For office use only.

- ☐ 1 Pre-packaged, Non PHF, no Modified Atmosphere Packaging or ROP
- ☐ 2 Limited items, pre-packed foods cooked to order. Minimal ingredient assembly
- ☐ 3 Extensive handling of raw ingredients. Cooking. Cooling ,Reheating, Hot/cold holding
- ☐ 4 Extensive handling of raw ingredients, Highly sensitive populations served
- ☐ 5 Food prep including ROP, smoking, curing, and all processes requiring a HACCP Plan and variance

Payment Received: \$_____ **Date License Issued:** _____

Definition of a Mobile Retail Food Establishment
As per IAC 410 7-24-55

“Mobile Retail Food Establishment” defined

Section 55. “Mobile retail food establishment” means a retail food establishment that is;

- 1) Wheeled;
- 2) On skids
- 3) Mounted on a vehicle
- 4) A marine vessel; or
- 5) Otherwise readily movable; such as a pushcart or trailer.

Section 113 MOBILE RETAIL FOOD ESTABLISHMENT

410 IAC 7-24-113 Mobile Retail Food Establishment

Section 113. (a) A mobile retail food establishment must be physically transported to a commissary or servicing area, or both, at least once daily for all:

- (1) Supplies
- (2) Cleaning; and
- (3) Servicing operations

(b) A mobile retail food establishment shall comply with this rule except as otherwise provided in this section.

(c) A mobile retail food establishment serving only food prepared, packaged in individual servings, transported, and stored under conditions meeting the requirements of this rule, or beverages that are not potentially hazardous and are dispensed from covered urns or other protected equipment, need not comply with this rule pertaining to the following:

- (1) The necessity of water and sewage systems
- (2) The cleaning and sanitizing of equipment and utensils if the required equipment for cleaning and sanitizing exists at the commissary; however, frankfurters may be prepared and served from these units without the required cleaning and sanitizing equipment only.

(d) A mobile retail food establishment shall provide only single-service articles for use by the consumer.

(e) A mobile retail food establishment requiring a water system shall have a potable water system under pressure. The system shall be of sufficient capacity to furnish enough hot and cold water for food preparation, utensil cleaning and sanitizing, and handwashing, in accordance with this rule.

(f) if liquid waste results from the operation of a mobile retail food establishment, the waste shall be stored in a permanently installed retention tank that is of at least fifteen percent (15%) larger capacity than the water supply tanks as specified in section 372 of this rule. Liquid waste shall not be discharged from the retention tank when the mobile retail food establishment is being moved.