



# Development Services Department

## Mobile Food Establishment (MFE) Permit Application

Date: \_\_\_\_\_

**Type of Permit (All permits have a fee of \$50):**

- Initial (45 days)
- Renewal (45 days)
- Renewal (6 months)
- Renewal (1 year)

**Note: INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. Application for a permit does not guarantee that a permit will be granted. Permit approval is based upon the mobile food establishment's compliance with state and local health requirements, and a permit will not be issued until the mobile food establishment has passed an inspection.**

**Note: The following items must be attached to the completed application: Complete menu, copy of Certified Food Manager certificate (if applicable), and full equipment list.**

**Note: In addition to the MFE permit, all mobile food vendors must obtain a vendor permit from the City of Brenham Development Services Department.**

**Note: Operating a mobile food establishment without a current, approved permit is a violation of Chapter 9 of the City of Brenham Code of Ordinances. Legal action or closure may be imposed against such an operation.**

**Note: All mobile food vendors must meet the requirements attached to this application and the requirements located in Chapter 9 of the City of Brenham Code of Ordinances.**

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Mobile Vendor Owner: \_\_\_\_\_ Phone #: \_\_\_\_\_

Mobile Vendor Business Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Mobile Vendor Business Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Mobile Vendor Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_

Owner Email Address: \_\_\_\_\_

Days and Times of Operation:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
a.m.	a.m.	a.m.	a.m.	a.m.	a.m.	a.m.
p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.

All of the information contained in this application is true and correct to the best of the applicant's knowledge and belief. Applicant acknowledges that the permit applied for shall be subject to all provisions of the local ordinances and State statutes under which the permit is granted.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

This completed application and the required fee must be submitted to the Development Services Department (979-337-7220), located on the second floor of City Hall (200 W. Vulcan St. Brenham, TX 77833); or they can be mailed to:

City of Brenham  
Attn: Development Services Dept.  
P.O. Box 1059  
Brenham, TX 77834-1059

<b><u>OFFICE USE ONLY</u></b>	
<b>DATE PAID:</b> _____	<b>RECEIPT #:</b> _____
<b>CHECK #:</b> _____	<b>CASH:</b> _____ <b>VISA/MC/DISCOVER:</b> _____
<b>RECEIVED BY:</b> _____	<b>DATE:</b> _____

## MOBILE FOOD ESTABLISHMENT RULES

- 1.) Mobile food establishment must be readily moveable. Tables and awnings cannot be placed around the unit for use by customers, as this constitutes not readily moveable.
- 2.) Permit is non-transferrable. The permit will only be valid for the location listed on the permit. If you change locations, and the City of Brenham has not been notified, you will be subject to legal action for operating without a valid permit.
- 3.) A Certified Food Manager shall be employed if potentially hazardous food will be prepared.
- 4.) Restroom facilities must be provided for patrons (public restroom) and employees of the mobile food establishment. The restroom facilities shall be no more than 500 feet from the mobile food establishment.
  - a. Written permission must be provided on company letterhead to the City of Brenham verifying:
    - i. Access to the restroom facility by patrons and employees of the mobile food establishment;
    - ii. Hours of operation when restrooms are available;
    - iii. Distance of restrooms from the mobile food establishment; and
    - iv. Whether or not the mobile food vendor will be allowed to set up on the property.
- 5.) Written permission must be provided from the property owner (according to the Washington County Appraisal District records) of each site where the mobile food establishment will be located.
- 6.) A site plan of the property must be provided showing where the mobile food establishment will be located. Dimensions to property lines and other structures shall be provided.
- 7.) Documentation must be provided to the City of Brenham for wastewater dumping.
- 8.) Food shall be obtained from an approved source (a permanent food service establishment with a valid permit). Satisfactory proof or documentation detailing the origin or source of all foods being held, stored, offered for sale, sold, distributed, or given away must be stored on the premises at all times. **FOOD MAY NOT BE PREPARED AT HOME**.
- 9.) Liquid waste retention tank is provided, and capacity is at least 15% larger than the potable water storage tank.
- 10.) Potable water from an approved source.
- 11.) Only ice that has been made from potable water shall be used or offered for sale.
- 12.) Hot (at least 110°F) and cold running water under pressure is provided to all sinks.
- 13.) Handwash sink is provided and is conveniently located and accessible.
- 14.) Three-compartment sink is provided.

- 15.) Soap, paper towels, hand sanitizer, detergent, and sanitizing chemicals are provided.
- 16.) Equipment for hot and cold holding, adequate to maintain potentially hazardous food at required temperatures (135°F or above for hot holding, 41°F or below for cold holding, and 0°F or below for freezing), is provided.
- 17.) A service sink (mop sink) or curbed cleaning facility equipped with a floor drain shall be provided and conveniently located if mop water will be generated.
- 18.) Only single service articles are provided and used.
- 19.) Potable water inlet is equipped with a hose connection of a size or type that prevents its use for any other purpose.
- 20.) Potable water distribution pipes or tubing are constructed and installed in accordance with public health and plumbing standards.
- 21.) Liquid waste servicing connection is of a different size than the water connection.
- 22.) Effective control measures are used for insects, rodents, and environmental contaminants. Mobile food units must be provided with tight fitting, solid, or screened doors or windows. Screening shall be no larger than 16 mesh to the inch and must be free of breaks.
- 23.) Mobile food establishment is constructed of corrosion-resistant, durable materials.
- 24.) Mobile food establishment has easily cleanable, non-absorbent floors, walls, and ceilings that are maintained in good repair.
- 25.) Counters and tables are designed for durability and are easily cleanable.
- 26.) Equipment is installed so that it is easily cleanable and is in clean, sound condition.
- 27.) Facilities are provided for solid waste storage that are easily cleanable and covered.
- 28.) Refrigeration thermometers, hot storage thermometers, food-probe thermometers, and sanitizer test kits shall be provided.
- 29.) Trash receptacles shall be covered.
- 30.) Containers of food shall be stored at least six (6) inches above the floor in a manner that protects food from splash and contamination and permits easy cleaning of the floor.
- 31.) Live animals shall be excluded from the surrounding areas of all mobile food establishments.
- 32.) The Mobile Food Establishment Permit issued by the City of Brenham must be displayed at all times.