



Division of Hotels and Restaurants

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MOBILE FOOD DISPENSING VEHICLE OPENING/LICENSING INSPECTION CHECKLIST

Please read all documents that are returned to you when your plans are approved. The Mobile Food Dispensing Vehicle Plan Review Specification Worksheet and the approval letter will list all items that you **must** complete before your vehicle is ready for inspection and licensing. If you make **any changes** to the approved plans during construction, you must immediately notify the Plan Reviewer.

If you submitted an application for plan review only, immediately after we received your plans, you were sent a letter advising you to mail your completed Application for Public Food Service License and correct license fee to Tallahassee. If you have not already done so, please attach a copy of the plan approval letter and send in your license application and fee at this time. Your application for license and license fee **must** be processed before an inspection can be scheduled.

When construction is complete, you are ready for an inspection. If you have not already been contacted by your inspector, call the Customer Contact Center at 850.487.1395 to request an "Opening Inspection". You will be asked for your name, contact phone number, establishment name and address, and the plan review file number.

Do not call to schedule an opening inspection unless you are absolutely ready. If all required items are complete, your inspection and or licensing can proceed more quickly. Have the following at the time of inspection:

- _____ Your copy of the division approved and stamped drawing (blue print) and specification worksheet
- _____ Three-compartment sink installed and working properly. Drainboards provided (or equivalent shelving installed).
- _____ All hot and cold holding units working correctly and provided with thermometers; stem thermometer, properly scaled (0 - 220°F) available to measure food temperature.
- _____ At least one (1) portable fire extinguisher(s) provided.
- _____ Fresh water/wastewater tanks installed with proper plumbing connections; wastewater tank at least 15% larger by volume than fresh water tank.
- _____ Generator installed (if applicable).
- _____ Soap/paper towels/handwashing signs at handwash sink; hot/cold water provided/functioning at all sinks.
- _____ Covered trash container provided.
- _____ Consumer Advisory provided (if serving raw/undercooked animal foods); oyster warning sign if serving raw/undercooked shellfish.
- _____ Self-service condiments (mustard, catsup, etc.) provided in self-service dispensers or prepackaged.
- _____ Lights installed and functioning; light shields installed.
- _____ Chemical test kit provided (for manual sanitizing or wiping cloth containers), if applicable.
- _____ All floors, walls and ceilings smooth, non-absorbent and easily cleanable; weather stripping installed (as necessary) around outer openings.
- _____ **No bare hand contact with ready-to-eat food without an approved Alternative Operating Procedure.**