



## COMMISSARY AGREEMENT

<b>Mobile Food Facility DBA</b>	<b>Commissary DBA</b>
Mobile Food Facility Owner	Commissary Owner's Name
Address	Address
City _____ Phone _____	City _____ Phone _____

Mr./Mrs./Ms. \_\_\_\_\_ states that he/she has your permission to use your commissary/food facility/base of operations for the purpose of storing food and supplies used for the mobile food facility, necessary preparation of food, filling unit with potable water, cleaning of the unit, and dumping of wastewater from storage tanks. This is in accordance with the laws governing mobile retail food establishments or pushcarts as stated in the **Colorado Retail Food Establishment Rules and Regulations (Section 9-107)**.

**To qualify as an approved commissary, you must:**

1. Provide approved, food grade hoses for potable water supply to mobile units.
2. Provide an approved area for the storage and preparation of food products and supplies, with approved, properly installed equipment.
3. Provide an approved area with an approved 3-compartment sink/dishwasher for the washing, rinsing, and sanitizing of utensils and equipment.
4. Provide an approved area with floor drains for cleaning and maintenance of the mobile food facility.
5. Provide direct access to an approved floor sink for proper wastewater disposal from holding tanks.
6. Maintain a valid Retail Food Establishment License (for commissary/food facility).
7. Post and maintain a daily log (check-in/out) sheet, the mobile food facility owner must sign daily that they are using your commissary, and you must sign daily verifying that the mobile food facility uses your commissary.
8. Maintain your commissary in satisfactory condition as determined by the Local Health Department.

*Once the mobile food facility has been approved for licensing, you must also agree to notify the Tri-County Health Department if the above mentioned mobile food facility has not utilized your facility, as required, for three (3) consecutive days. You must also certify under penalty of perjury that you are the legal owner and/or operator of this food facility and will abide by the contents of this letter.*

\_\_\_\_\_  
Signature \_\_\_\_\_ Date

\_\_\_\_\_  
Print Name

**THIS AGREEMENT LETTER MUST BE UPDATED AND RESUBMITTED ANNUALLY**