



Tri-County Health Department

Serving Adams, Arapahoe and Douglas Counties

Dear Mobile Truck, Trailer or Pushcart License Holder;

A number of changes have been made by Tri-County Health Department in licensing your mobile retail food unit for 2003. To assist you in this process the following information is provided:

Before a mobile truck, trailer or pushcart can be licensed to sell food, in 2003, the following steps must be taken:

1. Call Tri-County Health Department, Aurora Office (303-341-9370), Castle Rock Office (303-663-7650), Commerce City Office (303-288-6816), or the Englewood Office (303-761-1340) to schedule an appointment with an Environmental Health Specialist. This will ensure a Specialist will be in the office when you arrive for the inspection. If you have not scheduled an inspection, your truck or cart will not be inspected.
2. Before you drive the mobile truck or transport the trailer or pushcart to the TCHD Office where you made the appointment, be sure the unit has been identified with the trade name and telephone number of the owner/operator on two sides of the unit. The name should be at least three inches high with at least 3/8" brush strokes. The color of the letters or numerals need to be a contrasting color to that of the unit's exterior paint.
3. Before you go into the health department office, make sure the refrigeration units and steam tables are operating (if your vehicle has that type of equipment). Cold temperatures must be kept at 41° F or below and hot temperatures must be kept at 140° F or above. The potable water reservoir should have been filled and hot water must be available at the hand sink and three compartment sink (if available).
4. Bring the Colorado State Sales Tax license certificate, a written copy of your menu, and a completed commissary letter (enclosed). If you operate at a fixed location you must also complete the enclosed rest room affidavit. These documents will be necessary to fill out the food service license application and to approve your application. Finally, bring a check or money order to be made out to Tri-County Health Department for the food service licensing fee (this fee is generally \$110.00). If you do not provide the above listed items, your truck or cart will not be inspected.
5. Once you arrive at our office, an Environmental Health Specialist will review your menu and ask you questions concerning the preparation of food. This is to ensure the food being served is appropriate for the truck, trailer or cart. The specialist will then go outside with you and inspect your equipment. If no problems are found, you will return to our office and food service licensing paperwork will be completed. If there are violations that need to be corrected, a list of those violations will be given to you. A license will not be issued until you correct all the violations. If you operate without a food service license, you may be subject to a \$250 to \$1000 fine.

Sincerely,

A handwritten signature in cursive script that reads "George B. Vargulich".

George Vargulich, REHS
Food Protection Specialist