

MOBILE FOOD UNIT - APPLICATION CHECKLIST

The following is a list of 9 requirements for a Mobile Food Unit (MFU)

- ☐ Copy of a valid Texas Department of State Health Services Mobile Food Permit.
- ☐ Site Plan of proposed location approved by the Planning Department, see attached Site Plan document for information.
- ☐ Signed letter from the owner of the site/property giving employees of the MFU permission to use on site restroom facilities. Restrooms ***MUST*** be within 300 feet of the MFU.
- ☐ Copy of the contract with a licensed Food Commissary or Permitted Food Establishment where food items and supplies will be stored. The contract must be complete and signed by all parties.
- ☐ Copy of the current Health Permit for the licensed Food Commissary or Permitted Food Establishment from the jurisdiction where the Commissary/Establishment is located.
- ☐ Signed letter from either the Food Commissary or Permitted Food Establishment allowing the MFU to dispose wastewater produced by the MFU at their facility.
- ☐ Copy of the MFU owner's and/or employee's Food Manager Certificate.
- ☐ Site inspections by Planning, Building and Fire Departments to verify compliance with [Section 64-2025](#) of the City of Lockhart, Zoning Regulations for Portable Food Establishments. MFU must be set up and in place on the site ready for inspection. All inspections must receive a "Pass" result from all departments.
- ☐ Completed Food Establishment Permit Application with fees paid.

Once *ALL* of the 9 items above are completed, the MFU may move forward and open for business.

For questions regarding this process, please contact the Lockhart Health Department at 512-398-6335.