



Jackson County Health Department

PROCEDURE FOR ISSUING A NEW MOBILE FOOD SERVICE LICENSE

1. Operator of a potential mobile food service operation must schedule a pre-licensing inspection with a sanitarian.
2. Pre-Licensing Inspection must be conducted, and report signed by operator and sanitarian and filed in a new file. Any issues that prevent us from licensing a mobile in accordance with OAC 3717 (e.g. no hand washing sink, no three-compartment sink, no mechanical refrigeration for TCS foods, etc.) must be documented as violations on the pre- licensing inspection report.
3. Once issues are corrected (if any), the licensee shall fill out the “Application For A License To Conduct a Food Service Operation/Retail Food Establishment” (Form AGR 1269/HEA 5319) and pay the fee for the license.
4. A sanitarian will conduct a standard inspection, and draw layout of equipment and foods approved to be sold on the back of the license. License will then be issued to license holder.

Created 1/30/19