



**YOUNGSTOWN CITY HEALTH DISTRICT – ENVIRONMENTAL HEALTH DIVISION
9 WEST FRONT STREET SUITE 207
YOUNGSTOWN, OHIO 44503
(330) 742-8230**

SPECIFIC GUIDELINES AND INSTRUCTIONS FOR MOBILE LICENSE

- 1. All mobiles must be licensed with the State of Ohio prior to operating at an event or serving food for sale in Youngstown. Application for a “License to Conduct a Mobile” must be filled out at least 10 days in advance of the event or date requiring licensure. (If already licensed, please prepare for inspection at the said event by reviewing the “Mobile Food Requirements Checklist”)**
- 2. If not licensed, submit application for Mobile License in advance at Youngstown City Health District, Environmental Division, at the address listed above.**
 - a. Hours of operation are 8am-4pm Monday through Friday.**
 - b. Payment will not be accepted in the field by the inspector or the same day of the event.**
 - c. Cash, check, or money order made payable to the City of Youngstown are the accepted forms of payment for obtaining your license. We do not accept credit or debit cards.**
- 3. Submit a drawing/layout of the facility showing individual booth location. Please use the “Mobile Service Operation Facility Layout and Specifications” form provided by Youngstown City Health District. Once application is approved, a pre-licensing inspection will be performed.**
- 4. Prepare for inspection from sanitarian:**
 - a. Review “Mobile Food Requirements Checklist”**
 - b. These are minimum guidelines which must be followed for the safe operation of your booth.**
- 5. Upon completion of the inspection and sanitarian’s approval, a mobile license can be issued upon receipt of payment.**
- 6. Our staff may inspect all food handling booths several times per day. This is done to protect the citizens patronizing your booth. We appreciate your cooperation.**

MOBILE FOOD OPERATION REQUIREMENTS CHECKLIST

	An adequate supply of hot and cold water under pressure is provided for hand washing and the cleaning of equipment and utensils.
	An A.S.S.E. No. 1024 or No. 1012 back-flow protection device is installed on the exterior of the mobile unit on the water supply inlet.
	A holding tank with lid for the collection and disposal of wastewater into a public sanitary sewage system is provided.
	A hand-washing sink with hot and cold water is provided and supplied with soap, paper towels and a sign stating food employees must wash hands.
	A three-compartment sink with hot and cold water large enough to accommodate the cleaning and sanitizing of equipment and utensils provided.
	A chemical sanitizer such as chlorine bleach, quaternary ammonium tablets or iodine provided.
	Chemical sanitizing test papers for use with the sanitizer of choice are provided.
	Finished materials used on floors, walls, and ceilings are durable, smooth and easily cleanable.
	Working surfaces where food is prepared and where utensils are washed are illuminated to a minimum of fifty-foot candles.
	Containers with tight-fitting lids or plastic bags with ties, for the collection, storage and disposal of garbage, trash and refuse are provided.
	All multi-use equipment and utensils are designed to be durable, smooth and easily cleanable and meet the standards of a recognized food service equipment-testing agency such as the National Sanitation Foundation.
	Adequate natural or mechanical ventilation such as vents, fans, or windows are provided.
	A numerically digital slim line thermometer is provided for each refrigeration holding facility placed in the warmest area of unit. Cold holding for potentially hazardous food must be done at 41°F or below.
	A numerically scaled thermometer is provided for each hot food holding facility. Hot holding for potentially hazardous food must be done at 135°F or above.
	A metal stem-type, numerically scaled (0°F-220°F) food product thermometer is provided.
	All single service straws, knives, forks, spoons, should be inverted, handle up. Plates, cups, and other similar utensils should be wrapped or dispensed from a covered dispenser so as to be protected from contamination during handling, storage, and transportation.
	All food, water, or ice that is processed, prepared, or served is from a licensed food service operation or another approved source. Sources for food should be stated in the letter requesting an application.
	All food is stored, prepared, displayed, and served as to be reasonably protected from contamination, by the use of serving utensils, packaging, food shields, or other protective barriers.
	Disposable gloves and hairnets are required for all food handlers.
	A person in charge must be present during open hours. This person must demonstrate knowledge of safe food preparation and handling methods.
	Only articles necessary for the operation and maintenance of the Mobile Food Operation are stored in the unit.
	The name of the Mobile Food Operation, the city of origin and telephone number with area code is displayed on exterior of mobile unit with individual lettering measuring at least three inches high by one inch wide.
	An application for a Mobile Food Operation License has been made and required fees paid.

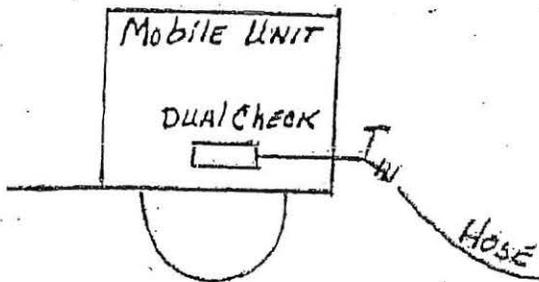
SAFE FOOD HANDLING - 10 STEPS TO REMEMBER:

- 1) Purchase food from reputable suppliers, approved sources.**
- 2) Check receiving temperatures and appearance of food.**
- 3) Properly store food. Prevent contamination.**
- 4) Properly thaw food in refrigerated units.**
- 5) Thoroughly cook foods. Use a thermometer to monitor temperature.**
- 6) Properly cool foods from 135°F to 70°F within two hours and from 70°F to 41°F within four hours.**
- 7) Reheat all bulk leftovers to 165°F within two hours.**
- 8) Properly hold hot foods above 135°F.**
- 9) Keep cold foods below 41°F.**
- 10) Wash your hands. Follow good hygiene procedures.**

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YOUNGSTOWN, OHIO 44503

BACKFLOW PREVENTERS WATER SUPPLY LINES
FOR MOBILE UNITS



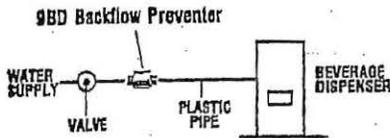
Series 7 - Dual Check
Backflow Preventer

Dual check backflow preventer for residential water supply service or individual outlets. Sizes 1/2" - 1 1/4". ANSI/A.S.S.E. Std. 1024, and CSA Std. B64.6. No. 7C size 3/4" chrome finish, No. 7B size 3/4" compact design. Series A7 angle dual check.



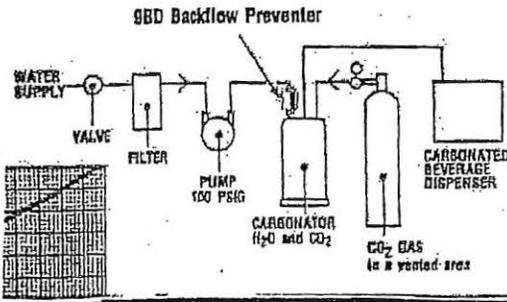
ASSE 1024

Dual Check Valve A.S.S.E.1024 must be installed inside of mobile unit on cold water line.

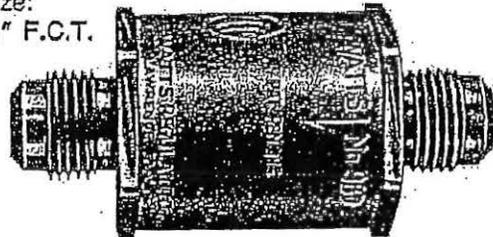


Dual-check-valve-type Backflow Preventer for
Carbonated Beverage Dispensers/Post Mix
Type

Low hazard	Backpressure or backsiphonage Sizes 1/4" - 3/8"	ASSE 1032
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Size:
3/8" F.C.T.



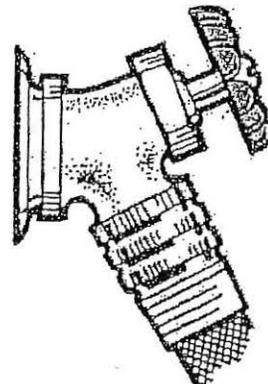
(Hose-connection Vacuum Breaker)	High or low hazard	Low head backpressure or backsiphonage Sizes 1/2", 3/4", 1"	ASSE 1011 CSA CAN/CSA-B64.2
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What are typical applications for Hose Bibb Vacuum Breakers?

Series 8 - Backflow Preventers for
Hose Bibb Installations

For 3/4" H.T sill cocks and threaded faucets where a portable hose could be attached. Tested and approved under A.S.S.E. Std. 1011, and CSA Std. B64.2, ANSI A112.1.3

No. 8, 8C, 8A, 8AC, 8B, 8P, 8S, 8BC, and NF8.
No. 8A, 8AC, 8, 8P, 8BC, NF8 and NF8C are listed by IAPMO



Application for a License to Conduct a: (check only one) **Food Service Operation**
 Retail Food Establishment

Instructions:

1. Complete the applicable section. (Make any corrections if necessary.)
2. Sign and date the application.
3. Make a check or money order payable to: **City of Youngstown**
4. Return check and signed application **by*: 03/01/**

to: **Youngstown City**
9 West Front Street Suite 207
Youngstown, OH 44503

* There is a mandatory penalty fee of 25% of the renewal fee operating a food service operation or retail food establishment after the deadline (Chapter 3717 of the Ohio Revised Code).

Before license application can be processed the application must be completed and the indicated fee submitted. Failure to complete this application and remit the proper fee will result in not issuing/renewing a license. This action is governed by Ohio Revised Code 3717.

Name of Facility		Name of License Holder	
Address		Email	
City		State	Zip
Phone #	Fax #	Check if applicable <input type="checkbox"/> Catering <input type="checkbox"/> Seasonal	
Name of individual certified in food protection (if any) and their certificate number (use back for additional names)			

Mailing address for annual renewal if different than above:

Name of parent company or owner		Phone #	
Address		Email	
City		State	Zip
I hereby certify that I am the license holder, or the authorized representative, of the food service operation or retail food establishment indicated above:			
Signature		Date	

Licensors to complete below

Category			
License fee	+ Late fee	+ State amount	= Total amount due

Application approved for license and certified as required by Chapter 3717 of the Ohio Revised Code.

By	Date	Audit no.	License no.
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**MOBILE FOOD SERVICE OPERATION
FACILITY LAYOUT AND SPECIFICATIONS**

List every food to be offered for sale. Provide menu.	List establishments where food ingredients will be obtained. Food must be from an approved source.	List cold holding food units (Maintain potentially hazardous foods at 41°F or below)	List hot holding food units (Maintain potentially hazardous foods at 135°F or above)

Will foods be prepared at mobile location? Yes No If no, where will the food be prepared?

How is the food protected from contamination by the consumer? (i.e. food displayed wrapped; a sneeze guard is provided; food is kept back, away from the consumer serving area)

What is available for hand washing for your food handlers?

How will you prevent bare hand contact with ready to eat foods?

disposable gloves utensils deli tissue other (specify)

Is water supplied at the mobile location? YES NO If no, what is the water supply?

How/where is waste water supplied?

What is supplied for garbage/refuse storage? How frequently is it removed?

Are toilet facilities available? YES NO If yes, where?

If you are serving potentially hazardous food, you must have an accurate food temperature measuring device, i.e. thermometer, available.

LAYOUT OF THE MOBILE FOOD SERVICE OPERATION

This sketch is to include labeled equipment and a statement of the surface materials (floors, walls, ceiling)