

Mobile Food Establishment and Base Plan Review Application

A completed set of plans and license application must be submitted to the Eau Claire City-County Health Department before inspections and operation of a Mobile Food Establishment can begin. Information regarding Mobile Food Establishment requirements and licensing can be obtained by calling the Eau Claire City-County Health Department at 715-839-4718 or going online to our web site at:

www.ehealthdepartment.org.

Applications can be mailed to:

Eau Claire City-County Health Department

720 Second Ave

Eau Claire, WI 54703-5497

Establishment Information

Name of Mobile Unit:	
Type of Mobile Unit: <input type="checkbox"/> Pre-packaged Pushcart <input type="checkbox"/> Push Cart <input type="checkbox"/> Mobile Limited	
<input type="checkbox"/> Mobile Self-Contained	
Address:	Phone:
City:	Cell:
State/Zip:	Email:

Ownership Information

Individual/Corporate Name:	Phone:
Mailing Address:	Cell:
City:	E-mail:
State/Zip:	

Any other information regarding contact information:

Mobile Food Establishment and Base Licensing Information:

This mobile cart will only operate in: (check all that apply)

- Eau Claire County (not in the City of Eau Claire) The City of Eau Claire
 Outside of Eau Claire County (Ex: Chippewa County, Dunn County)

The base will be located in: (check one):

- The City of Eau Claire Eau Claire County
 Outside of Eau Claire County (list location):

Has this Mobile Cart been licensed before? Yes No

What was the previous name of the Mobile Cart?

Is the base currently licensed as a food establishment?

If so what is the name of the business?

What months will the cart be in operation? (Check all that apply)

Jan. February March April May June July August September October November December

What will the hours of operation be?

Mon: Tuesday: Wednesday: Thurs: Friday: Saturday: Sunday:

Will the Mobile Food Cart be stored at another location other than the base? Yes No If Yes, list the name and address of the location:

Water:

Describe the fresh water tank:

Size: _____ gallons

Food grade material:

Is the water level viewable and how will it be filled?

Waste Water Tank:

Size: _____ gallons

How will the waste water tank be emptied?

Where will the water be disposed of?

MENU

All food must be prepared either on the mobile food establishment or the base. If the Mobile Food Establishment is a pushcart or a mobile limited cart then all food preparation must be completed at the base. A self-contained mobile food establishment can prepare food on the cart if they have the necessary sinks and equipment to provide food safety.

1. Attach a complete menu to this application for review.
2. If you will be providing raw, undercooked, or cooking to consumer request then include a consumer advisory on your menu.
3. Please indicate what food items will be prepared and stored on the mobile cart or at the base: (Include all items like condiments, produce, cooking and baking supplies, meat, seafood, drinks, ice and commercially prepared items.)

Mobile Cart:

Base:

Where will supplies be purchased? (Meat, seafood, produce, dry goods, beverages

Will you be doing any special preparation of food like?

smoking curing vacuum packaging sous-vide acidifying food (pickling) drying

canning sushi wholesale lacto-fermentation (Kombucha)

Equipment

Please list all equipment that is located on the mobile food cart and at the base:

Cart:

Base:

Provide a diagram/layout of the mobile food cart and the base. Indicate where sinks, refrigeration, storage, and all equipment is located. Don't forget to include storage areas, ice bins/machines, and window/door screening material. Attach diagram to document.

Give a detailed description of surfaces located in the cart and base. Include what floors, walls, and ceilings are covered with.

Plans do not have to be done by an architect, but detailed plans are critical to the plan review. Incomplete plans will delay the plan review process and may prolong the opening of your cart.

Review the Mobile Food Establishment Licensing and Requirements handout and the WI Food Code for specific cart requirements.