



La Paz County Health Department/Environmental Health Division  
 1112 Joshua Ave., Parker AZ 85344 \* 928-669-1100 \* Fax 928-669-6703  
[www.lpchd.com](http://www.lpchd.com)

# LA PAZ COUNTY

## ARIZONA MOBILE FOOD GUIDE

For state-wide licensure of Arizona Mobile Food Units



A plan review fee of \$45 is due at time of application submittal.  
 Operating fees are due at preopening inspection.

Arizona Mobile Food Establishments are required to follow the 2017 FDA Food Code and the Maricopa County regulations for Mobile Food Establishments. Each unit must have a Certified Food Manager on site.

### TABLE OF CONTENTS

Topic	Page Number
*Regulatory Bill of Rights	2
Health Department Office Hours/Arizona Mobile Definition	3
*ARS 11-1602 Bill of Rights	3
Types of Licenses/License Fees	4
*Enforcement	4
General Operating Requirements (Maricopa County Regulations)	5
Type I Operating Requirements	6
Type II Operating Requirements	7
Type III Operating Requirements	7
*Application Process Notice	8
Type I Submittal/Vehicle Requirements Checklist	9
Type II Submittal/Vehicle Requirements Checklist	10
Type III Submittal/Vehicle Requirements Checklist	10
<b>APPLICATION</b>	<b>11-13</b>
*Licensing Eligibility I.D. Information Requirement	13



## ARS 41-1001.01. Regulatory bill of rights; small businesses

- A. To ensure fair and open regulation by state agencies, a person:
1. Is eligible for reimbursement of fees and other expenses if the person prevails by adjudication on the merits against an agency in a court proceeding regarding an agency decision as provided in section 12-348.
  2. Is eligible for reimbursement of the person's costs and fees if the person prevails against any agency in an administrative hearing as provided in section 41-1007.
  3. Is entitled to have an agency not charge the person a fee unless the fee for the specific activity is expressly authorized as provided in section 41-1008.
  4. Is entitled to receive the information and notice regarding inspections and audits prescribed in section 41-1009.
  5. May review the full text or summary of all rulemaking activity, the summary of substantive policy statements and the full text of executive orders in the register as provided in article 2 of this chapter.
  6. May participate in the rulemaking process as provided in articles 3, 4, 4.1 and 5 of this chapter, including:
    - (a) Providing written comments or testimony on proposed rules to an agency as provided in section 41-1023 and having the agency adequately address those comments as provided in section 41-1052, subsection D, including comments or testimony concerning the information contained in the economic, small business and consumer impact statement.
    - (b) Filing an early review petition with the governor's regulatory review council as provided in article 5 of this chapter.
    - (c) Providing written comments or testimony on rules to the governor's regulatory review council during the mandatory sixty-day comment period as provided in article 5 of this chapter.
  7. Is entitled to have an agency not base a licensing decision in whole or in part on licensing conditions or requirements that are not specifically authorized by statute, rule or state tribal gaming compact as provided in section 41-1030, subsection B.
  8. Is entitled to have an agency not make a rule under a specific grant of rulemaking authority that exceeds the subject matter areas listed in the specific statute or not make a rule under a general grant of rulemaking authority to supplement a more specific grant of rulemaking authority as provided in section 41-1030, subsection C.
  9. May allege that an existing agency practice or substantive policy statement constitutes a rule and have that agency practice or substantive policy statement declared void because the practice or substantive policy statement constitutes a rule as provided in section 41-1033.
  10. May file a complaint with the administrative rules oversight committee concerning:
    - (a) A rule's, practice's or substantive policy statement's lack of conformity with statute or legislative intent as provided in section 41-1047.
    - (b) An existing statute, rule, practice alleged to constitute a rule or substantive policy statement that is alleged to be duplicative or onerous as provided in section 41-1048.
  11. May have the person's administrative hearing on contested cases and appealable agency actions heard by an independent administrative law judge as provided in articles 6 and 10 of this chapter.
  12. May have administrative hearings governed by uniform administrative appeal procedures as provided in articles 6 and 10 of this chapter and may appeal a final administrative decision by filing a notice of appeal pursuant to title 12, chapter 7, article 6.
  13. May have an agency approve or deny the person's license application within a predetermined period of time as provided in article 7.1 of this chapter.
  14. Is entitled to receive written notice from an agency on denial of a license application:
    - (a) That justifies the denial with references to the statutes or rules on which the denial is based as provided in section 41-1076.
    - (b) That explains the applicant's right to appeal the denial as provided in section 41-1076.
  15. Is entitled to receive information regarding the license application process before or at the time the person obtains an application for a license as provided in sections 41-1001.02 and 41-1079.
  16. May receive public notice and participate in the adoption or amendment of agreements to delegate agency functions, powers or duties to political subdivisions as provided in section 41-1026.01 and article 8 of this chapter.
  17. May inspect all rules and substantive policy statements of an agency, including a directory of documents, in the office of the agency director as provided in section 41-1091.
  18. May file a complaint with the office of the ombudsman citizens aide to investigate administrative acts of agencies as provided in chapter 8, article 5 of this title.
  19. Unless specifically authorized by statute, may expect state agencies to avoid duplication of other laws that do not enhance regulatory clarity and to avoid dual licensing to the extent practicable as prescribed in section 41-1002.
  20. May have the person's administrative hearing on contested cases pursuant to title 23, chapter 2 or 4 heard by an independent administrative law judge as prescribed by title 23, chapter 2 or 4.
  21. Pursuant to section 41-1009, subsection E, may correct deficiencies identified during an inspection unless otherwise provided by law.
- B. The enumeration of the rights listed in subsection A of this section does not grant any additional rights that are not prescribed in the sections referenced in subsection A of this section.
- C. Each state agency that conducts audits, inspections or other regulatory enforcement actions pursuant to section 41-1009 shall create and clearly post on the agency's website a small business bill of rights. The agency shall create the small business bill of rights by selecting the applicable rights prescribed in this section and section 41- 1009 and any other agency-specific statutes and rules. The agency shall provide a written document of the small business bill of rights to the authorized on-site representative of the regulated small business. In addition to the rights listed in this section and section 41- 1009, the agency notice of the small business bill of rights shall include the process by which a small business may file a complaint with the agency employees who are designated to assist members of the public or regulated community pursuant to section 41-1006. The notice must provide the contact information of the agency's designated employees. The agency notice must also state that if the regulated person has already made a reasonable effort with the agency to resolve the problem and still has not been successful, the regulated person may contact the office of ombudsman-citizens aide.

If you have questions regarding this inspection, you may contact the La Paz County Health Department:

Phone: (928) 669-1100112 Joshua Ave., 206 Parker, AZ 85344

If you have an issue that you cannot resolve with the Department, you may contact the Office of Ombudsman-Citizens' Aide:

3737 N. 7th Ave., Suite 209, Phoenix, Arizona 85014 Phone 602-277-7292

**Arizona Mobile Food Establishment Definition:**



An "Arizona Mobile Food Establishment" means a food establishment that is readily movable, is "highway ready," and dispenses food/beverages for immediate service and consumption from a vehicle or trailer.

It does not include bicycles, push carts, or roll off units.

Each unit must be operated in full compliance with all La Paz County Regulations, the Maricopa County Regulations for Mobile Food Units, the 2017 FDA Food Code, and all Town zoning and business regulations (contact Towns of Quartzsite and Parker). A certified food manager must be onsite during all hours of operation. La Paz County Food Handler cards are required of all people working in the food unit.

Separate food licenses will be required when operating on the Colorado River Indian Reservation (CRIT) – please contact CRIT Health Department for more information.

<b>Office Hours</b>	
<b>Location:</b>	1112 Joshua Ave., #206, Parker AZ 85344
<b>Office Hours:</b>	Monday – Thursday, 7:00 am – 6:00 pm (Closed holidays)
<b>Inspection Hours:</b>	<b>BY APPOINTMENT ONLY in Parker Office ~ 928-669-1100</b>
Mobile Units must be brought to the Health Department main office for a pre-opening inspection and subsequent license renewal inspections unless previous arrangements have been made.	

	<p><b>A.R.S. §11-1602: REGULATORY BILLS OF RIGHTS</b></p> <p>A. To ensure fair and open regulation by counties, a person:</p> <ol style="list-style-type: none"> <li>1. Is eligible for reimbursement of fees and other expenses if the person prevails by adjudication on the merits against a county in a court proceeding regarding a county decision as provided in A.R.S. §12-348.</li> <li>2. Is entitled to receive information and notice regarding inspections as provided in A.R.S. §11-1603.</li> <li>3. Is entitled to have a county not base a licensing decision in whole or in part on licensing conditions or requirements that are not specifically authorized as provided in A.R.S. §11-1604.</li> <li>4. May have a county approve or deny the person's license, application within a predetermined period of time as provided in A.R.S. §11-1605.</li> <li>5. Is entitled to receive written or electronic notice from a county on denial of a license application that:             <ol style="list-style-type: none"> <li>(A) Justifies the denial with references to the statute, ordinance, regulation, delegation agreement or authorized substantive policy statements on which the denial is based as provided in A.R.S. §11-1605.</li> <li>(B) Explains the applicant's right to appeal the denial as provided in A.R.S. §11-1605.</li> </ol> </li> <li>6. Is entitled to receive information regarding the license application process at the time the person obtains an application for a license as provided in A.R.S. §11-1606.</li> <li>7. May inspect all ordinances, regulations, and substantive policy statements of a county, including a directory of documents, at the office of the county or on the county's website, as provided in A.R.S. §11-1607.</li> <li>8. Unless specifically authorized, may expect counties to avoid duplication of other laws that do not enhance regulatory clarity and to avoid dual licensing to the maximum extent practicable as provided in A.R.S. §11-1604.</li> <li>9. May file a complaint with the Board of Supervisors concerning an ordinance, regulation or substantive policy statement that fails to comply with A.R.S. §11-1602.</li> <li>10. As provided in A.R.S. §11-1604, is entitled to have a county not request or initiate discussions about waiving any of the rights prescribed in A.R.S. §11-1602.</li> </ol>
--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## LICENSE TYPES

Plan Review Fee of \$45 is due at time of application for all NEW (unlicensed)  
Arizona Mobile Food Units

### Types of Annual Licenses/Fee Schedule for Arizona Mobile Food

Type	Annual Fee	Operation Requirements
Type I Limited Risk	\$175	<p><b><u>Limited Preparation:</u></b></p> <ul style="list-style-type: none"> <li>● Pre-packaged potentially hazardous foods</li> <li>● Ice cream</li> <li>● Samples</li> <li>● Coffee</li> <li>● Dispenses non-potentially hazardous food from packaged containers, such as pouring carbonated drink into a cup</li> </ul> <p style="text-align: center;"><b>Commissary is required.</b></p>
Type II Moderate Risk	\$250	<p><b><u>Moderate Preparation:</u></b></p> <ul style="list-style-type: none"> <li>● The food prepared in the facility is pre-cooked and simply reheated and requires minimal assembly</li> <li>● Hot or cold food prep in the facility is restricted to same day service</li> <li>● Foods requiring preparation in the facility are from approved offsite processing facilities.</li> <li>● Foods can include hot dogs, smoothies, coffee drinks, deli sandwiches, snow cones</li> </ul> <p style="text-align: center;"><b>Commissary is required</b></p>
Type III High Risk	\$350	<p><b><u>High Risk Preparation:</u></b></p> <ul style="list-style-type: none"> <li>● The facility prepares food from a raw state to cooked</li> <li>● Food is prepared on the same day of service</li> <li>● Foods requiring preparation in the facility are from approved offsite processing facilities.</li> <li>● Foods can include hamburgers, chicken, turkey, steak, Mexican food, Greek food, ethnic food, Fish</li> </ul> <p style="text-align: center;"><b>Commissary is required.</b></p>



**A.R.S. §11-1604. Prohibited acts by county and employees; enforcement; notice**

- A county shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule, ordinance, or delegation agreement. A general grant of authority does not constitute a basis for imposing a licensing requirement or condition unless the authority specifically authorizes the requirement or condition.
- Unless specifically authorized, a county shall avoid duplication of other laws that do not enhance regulatory clarity and shall avoid dual licensing to the maximum extent practicable.
- This section does not prohibit county flexibility to issue licenses or adopt ordinances or codes.
- A county shall not request or initiate discussions with a person about waiving that person's rights.
- This section may be enforced in a private civil action and relief may be awarded against a county. The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against a county for a violation of this section.
- A county employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the county's adopted personnel policy.
- This section does not abrogate the immunity provided by Section 12-820.01 or 12-820.02.

## **Arizona Mobile Food Establishment Requirements (Maricopa County Environmental Health Code, Chapter VIII, Section 3)**

### **1. Definitions**

a. Arizona Mobile Food Establishment means a food establishment that is readily movable and is dispensing food/beverages for immediate service and consumption from any vehicle.

Arizona Mobile Food Establishments are classified as follows:

(1) Arizona Mobile Food Type I means a food establishment that dispenses commercially processed, individually packaged foods and/or non-time/temperature control for safety (non-TCS) beverages.

Typical Type 1 establishments include ice cream trucks, cold trucks.

(2) Arizona Mobile Food Type II means a food establishment that dispenses food that requires limited handling and preparation. Typical Type II food establishments include Hot dog carts, coffee carts, shaved ice carts, kettle corn, deli sandwiches.

(3) Arizona Mobile Food Type III means an enclosed and vehicle-mounted food establishment that prepares, cooks, holds, and serves food. Typical Type III food establishments cook and serve hamburgers, bbq, turkey, chicken, Mexican food, Greek food.

b. "Event" means a gathering of people for commercial and/or social purposes where food is served, including, but not limited to, a fair, festival, circus, exhibition, carnival, food or drink tasting.

c. "Commissary" means a food establishment that acts as a base of operation for an Arizona Mobile Food Establishment.

### **2. Compliance**

a. Every mobile food establishment shall be operated and maintained in a clean and sanitary condition in compliance with the appropriate parts of this section and the Arizona Food Code, and the 2017 FDA Food Code. The Health Department may impose additional requirements for protection against health hazards related to the conduct of the mobile food establishment, may prohibit the sale or distribution of some or all time/temperature control for safety foods, and when no health hazard will result, may waive or modify requirements of this section.

b. The property owner of an event location shall only allow food establishments to operate after they have obtained all Health Department required licenses.

### **3. License Required**

a. No person shall operate an Arizona Mobile Food Establishment without a valid license issued by this Department.

b. The license shall be maintained at the operating location.

c. A separate license is required for each establishment.

d. Licenses are nontransferable from person-to-person or vehicle-to-vehicle.

### **4. Approval of Plans Required**

a. No Mobile Food Type II or III shall be constructed, nor shall any major alteration or addition be made thereto, unless detailed plans and specifications for the establishment have been provided to and approved by the Health Department.

### **5. General Requirements**

a. Compressors, auxiliary engines, generators, and similar mechanical units that are not an integral part of the food preparation or storage equipment shall be installed completely separate from the food preparation and storage areas and accessible from the exterior for all Arizona Mobile Food Establishments.

b. Arizona Mobile Food Establishments shall operate from an approved commissary or other food service establishment as required by this Department, and shall report at least daily to such location for supplies, food storage, vehicle, and equipment cleaning, waste disposal, and service operations.



- c. Arizona Mobile Food Establishments shall provide a commissary agreement to the Health Department upon request, at license issuance or renewal, and as part of the documents submitted during plan review for a new license. Ice cream vendors that only sell or dispense individually packaged, commercially processed items are exempt from providing a commissary agreement.
- d. Arizona Mobile Food Establishments shall provide information about daily operations to the Health Department. Information such as location, address, and business name, time in and time out of each stop, shall be provided in a format prescribed by the Health Department.
- e. Arizona Mobile Food Establishments serving time/temperature control for safety foods shall maintain a log of visits to the approved commissary or food service establishment as required by the Health Department. This log shall be maintained using a Department approved format and maintained with the establishment at all times. The logs shall be maintained for a period of 30 days and should be available for review by the Health Department.
- f. Sanitary toilet facilities for use by employees shall be readily available within 200 feet of all Arizona Mobile Food Establishments that are operated at the same site for more than one-hour period.
- g. Temporary toilet facilities shall not be located within 25 feet of any Arizona Mobile Food Establishment.
- h. Arizona Mobile Food Establishment shall not be located within 100 feet of any petting, riding, or holding area for animals unless dust and runoff are controlled.

#### **7. Arizona Mobile Food Type I - Additional Requirements**

- a. Licenses shall be issued to the vehicle/receptacle that is used to transport all food and beverage.
- b. The vehicles/receptacles carrying food/beverage products shall be constructed, equipped, and maintained as to protect the purity and wholesomeness of the transported products.
- c. The name of the establishment shall be plainly indicated on sides and rear of the exterior of the vehicle in letters of contrasting colors at least three inches high with a minimum of 3/8 inch wide. When more than one license is issued with the same business name to the same licensee, the vehicle number shall also be plainly indicated with the business name.
- d. If operating away from the licensed vehicle/receptacle, the following requirements shall be met:
  - (1) A permanent sign shall be provided indicating the business name in letters at least 6 inches high and 1 inch wide. The sign shall be visible to the consumer and shall be in addition to the signs used on the vehicle.
  - (2) The original license shall be present at the stand or the booth.
  - (3) An approved hand washing station shall be present at the stand or booth, if selling or dispensing any open food or beverage item.
  - (4) The licensed vehicle/receptacle shall be located on the premises.
- e. All packaged frozen foods shall be maintained frozen and sold or offered for sale to consumers frozen.
- f. No cooking, preparation, or assembly of foods is allowed.
- g. Sampling may be conducted if the following requirements are met:
  - (1) Food sampling is limited to those food and beverages that require limited preparation. No cooking or extensive preparation is allowed.
  - (2) Only limited quantities of sample product may be ready for sampling at any given time.
  - (3) All food products that have not been sampled at the end of the business day shall be discarded.
  - (4) Each sample shall be prepared by the operator and handed to the customer, or the samples shall be placed in single service containers for self service. The operator shall take measures to prevent contamination of the food.
  - (5) Only single service utensils and containers shall be used for preparing samples. Single service items shall not be reused.
  - (6) A readily accessible lined waste container for the disposal of used single service items and other waste is provided.
  - (7) Hand washing facilities shall be set up at all times when any open food or beverage product is handled, served, or sampled.

(8) Hand washing facilities shall include the following at a minimum: 5 gallon insulated container with a free/continuous flowing spigot for potable water; water at a temperature of at least 100°F, 5.75 gallon container to hold wastewater, soap, and paper towels.

(9) All wastewater shall be disposed of in a sanitary manner.

### **8. Arizona Mobile Food Type II and III Additional Requirements**

a. Type II has limited handling and preparation includes assembly-serve, heat-serve, and/or hold-serve of commercially processed food/beverage items. No raw animal food shall be prepared for service from the cart without a food production license or equivalent. Type III can prepare food in a raw to cooked state.

b. All produce must be purchased commercially pre-washed or be washed in advance at a licensed food establishment/commissary.

c. All time/temperature control for safety foods shall be prepared on the same day of sale or service. Time/temperature control for safety foods shall not be held over from a previous day's operation unless otherwise approved by the Health Department.

d. All food held for consumer self-service shall be wrapped or effectively dispensed to protect from contamination.

e. The name of the establishment shall be plainly indicated on sides and rear of the exterior of the vehicle in letters of contrasting colors at least three inches high with a minimum of 3/8 inch wide. When more than one license is issued with the same business name to the same licensee, the vehicle number shall also be plainly indicated with the business name.

f. The main food equipment and hand wash sink shall be affixed together so as to be a single contiguous mobile unit.

g. If an enclosed vehicle is utilized, the following requirements shall be met:

(1) The cab or driving portion of the vehicle shall be separated from the food preparation and serving area of the vehicle by a permanent solid wall partition or a door. If a screen door is installed, a minimum 16 mesh per square inch is required.

(2) Interior walls and ceilings shall be light in color.

(3) Doors to the food preparation and serving area shall be effectively self-closing and kept closed.

h. A permanently installed self-contained hand washing sink that includes a minimum 5 gallon potable water tank, a 9x9x5 inch hand washing sink, a minimum flow rate of hot and cold water to the sink basin of one-half (1/2) gallon per minute, and 15% capacity waste tank to be installed.

i. A 3-compartment sink for the purpose of washing and sanitation may be installed provided the following requirements are met:

(1) A potable water system under pressure, supplying hot and cold water, with a minimum capacity of 30 gallons shall be permanently installed for utensil washing and sanitization, and hand washing.

(2) A minimum flow rate of one-half (1/2) gallon per minute shall be provided.

(3) Water at a temperature of at least 100°F, shall be provided through a mixing faucet.

(4) Each compartment of the sink shall have a capacity of 6 gallons.

(5) Two-integral metal drain boards shall be permanently affixed that are the same depths as the 3-compartment sink and 144 square inches.

j. The water tank inlet shall be:

(1) 9.1 mm (3/4 inch) in inner diameter or less; and

(2) Provided with a hose connection of a size or type that will prevent its use for any other service.

k. A sewage holding tank shall be:

(1) Sized 15 percent larger in capacity than the water supply tank; and

(2) Sloped to a drain that is 25 mm (1 inch) in inner diameter or greater, equipped with a shut-off valve.

l. Connections to water or wastewater systems are not approved except during servicing operations at a commissary or as approved by the Health Department.

m. All water tanks, pumps, and hoses shall be flushed and sanitized before being placed in service after construction, repair, modification, and periods of nonuse longer than 7 days. Potable water tanks shall be flushed and sanitized monthly.

n. Wastewater holding tanks shall be emptied into an approved sewage disposal system.

o. An approved food grade potable water hose shall be available for the sole purpose of filling the fresh water tank.



**ARS §11-1606 Application Process Notice**

Under ARS §11-1606, La Paz County is required to give you the following information regarding the steps to obtaining a mobile food license:

1. Obtain a copy of the "Mobile Food Unit Guide" and read thoroughly. If you have questions, contact the Health Department at 928-669-1100 and ask to speak to a Health Inspector.
  2. Fill out application "Mobile Food Unit Application for an Annual Operating License" completely. Incomplete applications will delay license approval or be denied.
  3. Application must be submitted at least 30 days prior to opening with the correct fee. Review/license fees are nonrefundable.
  4. The Health Department will review and contact you via some type of written correspondence, either email or by letter with written approval OR a written list of deficiencies which must be addressed before approval can be issued.
  5. If deficiencies are listed, provide required information and resubmit.
  6. If approval is given, contact the office for a pre-opening inspection before opening.
  7. If approved to operate, approval will be given at pre-opening inspection and a license to operate will be mailed to you. License must be posted in mobile food unit in view of customers and inspectors.
  8. Food handler cards are required. A copy of a food handler card from another jurisdiction may be submitted with appropriate fee (\$15.00) and a La Paz County Food Handler card will be issued. Otherwise, all food handlers must come to Health Department for class and take the test. Proof of Licensing Eligibility is required per AZ ARS 41-1080.
- If a re-inspection is required during any part of the licensing or inspecting process, a re-inspection fee of \$100.00 will be assessed.
  - If denied during any part of the licensing process, an appeal of the decision can be requested by written request to: Director of Environmental Health Division, 1112 Joshua Ave., 206, Parker AZ 85344.
  - If application is not received at least 30 days before opening, a \$50 late fee will be assessed and must be paid before license is issued.

**Applicable licensing time frames (in days)  
Arizona Administrative Code, R9-8-104**

Type of Approval	Statutory Authority	Overall Time-frame	Administrative Completeness Review	Substantive Review
Food Establishment License	A.R.S. §36-136(H)(4)	60	30	30
Approval of Plans and Specifications under AZ Food Code §8-201.11	A.R.S. §36-136(H)(4)	90	30	60
Approval of HACCP PLAN under AZ Food Code §8-201.13	A.R.S. §36-136(H)(4)	90	30	60
Approval of Quality Assurance Program	A.R.S. §36-136(H)(4)	90	30	60

Questions? Call 928-669-1100 Environmental Health.

Under ARS §11-1609, you may request that the County clarify its interpretation of a statute, ordinance, regulation, delegation agreement, or authorized substantive policy statement that affects the issuance of your food establishment license by providing the County with a written request that states:

1. Your name and address;
2. The statute, ordinance, regulation, delegation agreement, or authorized substantive policy statement that requires clarification;
3. Any facts relevant to the requested ruling;
4. Your proposed interpretation or part of the applicable statute, ordinance, regulation, delegation agreement, or authorized substantive policy statement that requires clarification;
5. Whether, to the best of your knowledge, the issues or related issues are being considered by the County in connection with an existing license or license application.



**Arizona Mobile Type I Submittal Requirements:**

- Complete Application with Signature and copy of licensing eligibility
- Proposed Menu
- Scaled drawing of the unit
- Certified Manager Certificate
- Licensing Eligibility document
- Commissary Agreement (if required)
- Route Sheet/Location of Operation
- Photographs of the unit, inside and out
- Food Processor License (or equivalent) if applicable
- If sampling, written sampling procedures which details how food items will be portioned and protected
- Example of packaged and labeled product which meets FDA requirements:
  - Common name
  - Ingredients
  - Net quantity
  - Name and place of manufacturer, packer, or distributor
  - Name of food source for each major allergen
  - Nutrition labeling, unless exempt

**Arizona Mobile Type I Vehicle Requirements:**

- Non-passenger vehicle/cart/trailer/unit - must be readily movable and highway ready at all times
- Business name on 2 sides and rear (3" high x 3/8" wide) - if owner has more than one unit, each unit must have a unique identifier (e.g. Ice Cream Truck #2)
- Non-food contact surfaces (floors, walls, ceilings) shall be smooth, easy to clean, durable and non-absorbent
- All equipment shall be commercial grade and NSF/ANSI approved
- Thermometers must be available
- Generators/Power Source
- Hand wash station or sinks complete with soap, paper towels, trash can

**Inspection Information.** Inspections are conducted at the La Paz County Health Department in Parker and can be scheduled by calling 928-669-1100. Licenses are \$175.00 annually.

## TYPE II and Type III CHECKLIST

### **Arizona Mobile Type II and Type III Submittal Requirements:**

- Complete application with signature and copy of licensing eligibility
- Certified Manager Certificate
- Licensing Eligibility document
- Commissary agreement
- Photographs of unit, inside and out
- Route Sheet/Location of operation
- Complete set of plans to scale that are legible on 8.5"x11" paper
  - Show fresh water tank dimensions (5 - gallons)
  - Show waste water tank dimensions (15% greater than fresh water tank)
  - Show Hand Wash Sink dimensions (9"x9"x5")
  - Show sneeze-guards
- Plan Review Fee (\$45/unit - standard review; \$90/unit expedited review)
- Top View of layout/equipment
- Side view plumbing schematic
- Proposed menu
- Food Process License (if applicable)
- Schedule of design and construction materials used including food contact surfaces

### **Arizona Mobile Type II Vehicle Requirements:**

- Fresh Water Tank (30 gallons) - if prep sink is installed, 20 additional gallons is required
- Wastewater Tank (15% larger than fresh water tank)
- Hand Wash Sink (9x9x5 inches)
- Combination Mixing faucet of hot and cold water at the sink
- Fresh water inlet at least 3/4 inch
- Wastewater drain valve greater than 1 inch
- All plumbing connections are of different sizes
- Water continuous and evacuated by opening valve
- Tanks fill connection at top or higher point
- NSF or FDA approved water hose (food grade)
- Quick-disconnect design (sewer and potable water)
- All equipment is NSF/ANSI approved
- Lighting is appropriate (50 ft candles)
- If adding a three compartment sink:
  - 30-gallon fresh water tank
  - 6-gallon basin capacity
  - Minimum flow rate of 1/2 gallon per minute
  - Water temperature at least 100°F,
  - 2-integral metal drain boards that are sized at least at 144 square inches

**Inspection Information.** Inspections are conducted at the La Paz County Health Department in Parker and can be scheduled by calling 928-669-1100. Licenses are \$250.00 annually for Type II, and \$350.00 annually for Type III.



## ARIZONA MOBILE FOOD ESTABLISHMENT APPLICATION

for an Annual Operating License in **La Paz County AZ**

▶ Please submit at least 15 days prior to operation

1112 Joshua Ave., #206 Parker AZ 85344

[www.lpchd.com](http://www.lpchd.com)

Submit all documents as required by the Type of license

### 1. BUSINESS/CONTACT INFORMATION

Licensed in another AZ county (attach copy of license)

New food establishment

Business Name

Name on Side of Unit

2. Owner/Operator Name

Home/Business Phone

Cell Phone

Email

Mailing Address

3. Anticipated Opening Date:

Months of Operation:

Time(s) of Operation:

4. Attach vending route

OR

Give Location

### 5. Licenses and Fees

Plan Review Fee \$45.00 (due now) or  Expedited Plan Review \$95.00

Operating Fee (due at pre-opening inspection - pro-rated)

Type I Arizona Mobile \$175     A commissary is required.

Type II Arizona Mobile \$250     ~ A commissary is required.

Type III Arizona Mobile \$350     ~ Commissary required.

6. Where will food be purchased?

Name of Store/Distributor

Town

Travel time from store to mobile food unit or commissary: \_\_\_\_\_ minutes

How will food be kept cold or hot during travel time?

7. How will leftovers be handled at the end of the day?

8. Will you cook and then cool down food? Yes No

If yes, please describe your process for insuring the rapid cooling of cooked food:

Will all food be stored and prepared inside booth/mobile unit? Yes or No

Will you be using :

\_\_\_\_ An offsite commissary

Name of Commissary \_\_\_\_\_ (attach license or commissary agreement)

\_\_\_\_ An onsite commissary (separate application must be submitted )

9. Is food pre-cooked (in cans or frozen) and then reheated?

Or is food raw and then cooked to temperature?

If so, please describe cooking process (may use a separate page if necessary):

10. How will hot water be made available for hand washing and dishwashing?

11. Name(s) of Person(s) who is the Certified Manager (Copy of Certificate must be attached)

Note: People working must have La Paz County Food Handler Cards prior to working in the unit.

12. Size of potable water tank:

Size of Wastewater Tank

GALLONS

GALLONS

13. Is a generator available?

If not, how will the unit obtain power?

14. **Cooking Equipment.** Please explain your method of cooking food – give types and number of units, manufacturer name, model, etc.

**NOTE: All equipment must have ANSI (NSF) certification.**

15. List a full menu of items to be prepared and served. (attach separate menu if necessary)

16. Describe the utensil wash station and the procedure to wash, rinse, sanitize, and air dry utensils and equipment:

19. Size and number of hand sinks

17. Will there be a prep sink?

18.. Number of sanitizer buckets with wiping cloths in unit: \_\_\_\_\_

Type of sanitizer

**NOTE: Sanitizer test strips must be available for use to test sanitizer.**

**19. Plan Drawing of Mobile Food Establishment - Attach a scale drawing =8-1/2" x 11" and Top/Side Views of unit**

These items must be clearly shown on the plan:

- All areas of food receiving, storage, preparation, cooking, cooling, service
- Location of entrance and exits
- Food service window
- Equipment, all sinks, floor sinks, plumbing, lighting, water tank, wastewater tank

20. Material Schedule (Type of Construction Materials)

Please give construction materials for the following (example – wood, canvas, metal, tile, FRP)

Walls –

Ceiling –

Floor –

Doors/Entries –

Lighting -

Are shields available for all lighting?

Licensing Eligibility Required per ARS 41-1080 >>  
Please attach a copy of identification – both sides of ID. - with your application

Check the type of I. D. you will be submitting:

- AZ driver license issued after 1996 or AZ non-operating I.D. license
- Driver license issued by a state that verified lawful presence in U. S. (Licenses from HI, IL, ME, MD, NM, TX, UT, and WA are NOT acceptable)
- Birth certificate issued in any state, territory or possession of the U. S.
- U.S. certificate of birth abroad
- U. S. passport
- Foreign passport with U. S. visa
- I-94 form with a photograph
- U. S. certificate of naturalization
- U. S. certificate of citizenship
- U. S. citizenship and immigration service employment authorization document or refugee travel document
- Tribal certificate of Indian blood
- Tribal or Bureau of Indian Affairs affidavit of birth

#### 21. Owner agreement and signature

- ◇ I agree to abide by the law and regulations of the State of Arizona and La Paz County.
- ◇ I understand that retention of this license is contingent upon satisfactory compliance with all local and state regulations.

*By my signature below, I hereby certify, under penalty of perjury that the copy of the document I am providing is a true and accurate copy of the original document and that I am legally authorized to be present in the United States. I further agree to operate under all requirements of the Arizona Food Code and La Paz County regulations as outlined in the statements above.*

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_