



Regulatory/Medical Health Services  
 Environmental Health Division  
 1241 E. Dyer Road, Suite 120, Santa Ana, CA 92705  
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# HEALTH PERMIT APPLICATION

## MOBILE FOOD FACILITY

**This section is to be completed by the applicant, in full Please print clearly Do not detach copies Health permits are NOT transferable and NOT refundable**

<b>TYPE</b>	<input type="checkbox"/> New Mobile Food Facility (MFF) <input type="checkbox"/> Change of Ownership <input type="checkbox"/> Renewal					
<b>BUSINESS</b>	Name of Business (DBA)			Business Phone		
	Commissary Name:		Commissary Phone:		MFF uses Mobile Support Unit (MSU): <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Commissary Address (include street directions and suite number, if applicable):			City:		Zip:
	Billing Mailing Address (Must be different than Commissary Address)			City:		Zip:
	Email:		Attached Documents: <input type="checkbox"/> Commissary letter <input type="checkbox"/> Vehicle DMV (as needed) <input type="checkbox"/> List of Route Stop Locations <input type="checkbox"/> Restroom Agreement (as needed)			
	Does this vehicle stop to conduct business at any sales location for more than one hour? <input type="checkbox"/> Yes <input type="checkbox"/> No					
<b>OWNER</b>	Type of Ownership (*attach Certificate of LP, LLP Registration, Articles of Incorporation or Organization) <input type="checkbox"/> Individual/Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> LP* <input type="checkbox"/> LLP* <input type="checkbox"/> Corporation* <input type="checkbox"/> LLC*					
	Business Owner		Owner Phone		MFF owner is also the owner of the commissary <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Owner's Address (must be different than Commissary Address and cannot be a P.O. Box)			City	State	Zip
	Driver's License Number(s) (if Sole Proprietorship or Partnership; attach copy of ID)			Owner E-Mail		
	Emergency Contact			Emergency Phone		
<b>TERMS</b>	<p>I hereby make an application for a health permit to establish and/or operate the above business, use, or services in accordance with the laws, ordinances, and regulations that are now or may hereinafter be in force pertaining to the above business and I certify that I am the owner or authorized representative of this food business and that all statements are true to the best of my knowledge. I hereby consent to all necessary inspections incident to the issuance of this permit and operation of the business.</p> <p><b>I shall notify the Orange County Environmental Health Division (OCEH) in writing if I transfer ownership, discontinue operation, or have an address change.</b> Failure to do so may result in obligation to pay health services fees and additional penalties. <b>I understand that any construction, alteration, repair, or change from the conditions of approval, including, but not limited to, equipment changes or alterations, a menu change, a change in method of operation, or ownership change, requires plan review and approval by OCEH to verify the MFF meets California Health and Safety Code requirements.</b></p> <p>The MFF health permit fee must be paid before plan construction final approval can be granted by this department, or for a change of ownership, or lapse of permit. Payment of your health permit fee does not constitute final plan check approval of your project. Failure to submit the completed application and payment of the annual health permit will impede issuance of the permit or may result in the closure of the facility pursuant to California Health and Safety Code and applicable ordinances, and is subject to penalty not to exceed three times the cost of the permit. Upon approval of this application by a representative of OCEH, a colored valid decal is affixed to the MFF. The decal along with the operator copy of this application, approved by the Specialist, will serve as the health permit. <b>Permits are not transferable and not refundable.</b> Payment may be made in person or by mail at 1241 E. Dyer Rd., Suite 120, Santa Ana, CA 92705, Monday – Friday, 8:00 a.m. to 4:30 p.m.</p>					
	Print Name			Title		
	Signature			Date		
	<b>OFFICE USE ONLY</b>					
	<b>FEE</b>	PE Code	Fee	Late Fee	Total Fee	Billing Status
Billing Period:		Start Date:	Expiration Date:			
Former Owner:			Former DBA:		Transfer Date:	
<b>SPECIALIST</b>	Specialist Name			Date		
	FA		PR		SR	
	<input type="checkbox"/> Unenclosed <input type="checkbox"/> Enclosed	License Plate #:	VIN #:	Make:	DOH#:	
	Operational Limitation(s):					
<b>OFFICE</b>	Prior OW		Prior AR	Date of Payment	Amount Received	HSO Receipt Number
	OW		AR	Anniversary Date	Application Verified By	

Welcome to Orange County! Our goal at Environmental Health is to partner with you in ensuring safe, quality food for your consumers.

To apply for a Health Permit, submit the following documents:

- Completed “Health Permit Application – Mobile Food Facility”
  - Please print or type your application.
  - All fields must be completed. Enter N/A if a field is not applicable to the business. If the information entered is the same for multiple fields, such as the Billing Mailing Address, reenter that information – do not use “same as above.”
  - Do not enter information in the section noted “OFFICE USE ONLY.”
- Copy of the supporting documentation of the “person” who is legally responsible for the operation of the Mobile Food Facility
  - **Sole Proprietor** – a current driver’s license, state issued identification card, or Foreign Consulate Identification Card
  - **General Partnership** - a current driver’s license, state issued identification card, or Foreign Consulate Identification Card for each owner
  - **Limited Partnership (LP)** - Certificate of Limited Partnership
  - **Limited Liability Partnership (LLP)** - Limited Liability Partnership (LLP) Registration
  - **Corporation** - Articles of Incorporation, including a list of the officers’ names and titles
  - **Limited Liability Company (LLC)** - Articles of Organization
- Copy of the supporting documentation for the “vehicle operation”
  - Approved commissary letter
  - Mobile Food Facility Route Stops form
  - Department of Motor Vehicles (DMV) registration of the vehicle (push carts don’t need this)
  - Restroom Agreement form, as needed (for route stops longer than one hour)

**If the food vehicle is new to Orange County, or if there is a lapse in permit, or if there has been a change in ownership, equipment, menu or operation, MFF plan submission is required to verify that the vehicle meets California Health and Safety Code requirements.** Prior to being issued a Health Permit, an inspection will be conducted to determine that the proposed Mobile Food Facility and its method of operation meets the requirements of the California Health and Safety Code and applicable ordinances. No food operations are allowed on the vehicle until a valid MFF health permit is issued.

The permit fee is based on the date of ownership change or start of operations in Orange County. **Vehicle permits are valid September 1 through August 31 each year. Annual permit renewals** (payment of fees, pass inspection, update application and information) **are the responsibility of the permittee** and the renewal process must be completed within four months of the permit expiration date, or the MFF permit will be considered **lapsed** and the vehicle will need to go through plan review to verify it meets Health and Safety Code requirements.

A Mobile Food Facility permit is indicated by a colored valid decal affixed to the MFF and a copy of the health permit application approved by the Specialist. **Once a permit is issued, the owner will be automatically billed until the owner provides this agency written notification that the business has sold, stopped operations in Orange County, or that the ownership has changed.** Failure to do so may result in obligation to pay health services fees and additional penalties.

Acceptable forms of payment are cash, check, credit card, or money order. Make checks payable to the County of Orange, and place your Related ID number on the check. Health permit fees are nonrefundable. You may pay in person from 8:00 a.m. to 4:30 p.m. Monday through Friday (excluding County holidays) or mail your check to:

Orange County Environmental Health  
1241 E. Dyer Road, Suite 120  
Santa Ana, CA 92705

A permit, once issued, is nontransferable. A permit is valid only for the vehicle and permittee, menu, type of food sales and operations, or distribution activity, and unless suspended or revoked for cause, for the time period indicated. The food vehicle permit is valid throughout Orange County as long as the vehicle operation complies with applicable local, state, and federal statutes, regulations, ordinances, and requirements. To learn more about the Mobile Food Facility Program, please visit [www.ocfoodinfo.com/mobile](http://www.ocfoodinfo.com/mobile)

For more information, please contact the Mobile Food Facility information phone line at (714) 433-6416