

**DUPLIN COUNTY, NC ENVIRONMENTAL HEALTH  
APPLICATION FOR MOBILE FOOD UNIT/PUSHCART PERMIT**

In North Carolina no foods can be prepared at home or in any other non-permitted kitchen. Foods must be prepared on the mobile unit, on the pushcart (hot dogs only), or in an approved restaurant permitted to prepare food for sale.

A pushcart in North Carolina is defined as, "A mobile piece of equipment or vehicle which serves hot dogs or goods that have been prepared, proportioned and individually pre-wrapped at a restaurant or commissary." This means that only hot dogs can be actually prepared on a pushcart. Pushcarts can also be approved to sell wrapped food items; however, such sales must meet the documentation and labeling requirements in rule .2671(d) and (e).

A mobile food unit in North Carolina is defined as, "A vehicle mounted food service establishment designed to be readily moved." Mobile food units can be designed to allow the serving of a variety of foods and require the installation of the same types of equipment that one would expect to find in a permanent food service. This includes mechanical refrigeration and on-board water system with a water heater. Sinks are required, including at a minimum, a handwash sink.

**ANY CHANGE IN OWNERSHIP REQUIRES A NEW PERMIT  
PERMITS ARE NOT TRANSFERRABLE**

Date of Application: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Printed Name \_\_\_\_\_

***This application for a Pushcart/Mobile food unit and the \$120.00 application fee must be submitted to the following address prior to unit consultation:***

**Duplin County Environmental Health  
121 Middleton Cemetery Lane  
Kenansville, NC 28349  
Phone 910-296-2126 Fax 910-296-2166**

***Incomplete applications will not be reviewed. Completion of this application does not guarantee that a permit will be issued for the unit applied for. Prior to the issuance of a permit, all deficiencies must be corrected and fire marshal approval granted (if applicable). Rules for MFU/Pushcarts may be found at following link: <http://ehs.ncpublichealth.com/rules.htm> (.2600)***

**AGREEMENT WITH A PERMITTED RESTAURANT OR FOODSTAND (COMMISSARY) TO ALLOW A MOBILE FOOD UNIT/PUSHCART TO OPERATE IN CONJUNCTION WITH THE ESTABLISHMENT**

Title 15A NCAC (North Carolina Administrative Code) 18A .2600 "Rules Governing the Food Protection and Sanitation of Food Establishments" specifies in Section .2670 "General Requirements for Pushcarts and Mobile Food Units" that:

"(d) Pushcarts or mobile food units shall operate in conjunction with a permitted commissary and shall report at least daily to the commissary for supplies, cleaning and servicing."

Title 15A NCAC 18A .2672 "Specific Requirements for Mobile Food Units" further states:

"(g) A servicing area shall be established at the commissary for the mobile food unit. Potable water servicing equipment shall be installed, stored, and handled to protect the water and equipment from contamination. The mobile food unit's sewage storage tank shall be flushed and drained during servicing operation. All sewage shall be discharged to an approved sewage disposal system."

Permission is given to (name of unit) \_\_\_\_\_ to operate a pushcart/mobile food unit in conjunction with my facility \_\_\_\_\_ located at \_\_\_\_\_.

I understand the applicable regulations require that the unit report daily to my establishment for supplies, cleaning and servicing (including replenishing any on-board water supply and disposal of all solid and liquid wastes). I agree to allow all supplies for the unit to be stored on my premises and understand that the Rules Governing the Food Protection and Sanitation of Food Establishments does not permit supplies for such facilities to be stored in any private residence. I understand that any sanitation deficiencies resulting at my restaurant, even if directly or indirectly related to the operation of the pushcart/mobile food unit, will be reflected in the sanitation grade of my restaurant. This agreement shall stay in effect as long as I am the restaurant owner/operator, unless rescinded by notifying the pushcart/mobile food unit owner and Environmental Health Section of the Duplin County Health Department in writing should this approval be rescinded.

**I, the restaurant/foodstand (commissary) operator, can and will provide the necessary facilities for the above-mentioned pushcart or mobile food unit at my permitted facility as checked below:**

Please note that everything in **bold and underlined** must be checked

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Preparation of food                                 | <input type="checkbox"/> <b><u>Utensil Wash/can wash</u></b> | <input type="checkbox"/> <b><u>Store refrigerated/frozen food</u></b> |
| <input type="checkbox"/> Electrical hook-up                                  | <input type="checkbox"/> <b><u>Store Dry Food</u></b>        | <input type="checkbox"/> <b><u>Store Supplies</u></b>                 |
| <input type="checkbox"/> <b><u>Toilet &amp; handwashing</u></b>              | <input type="checkbox"/> Overnight parking                   | <input type="checkbox"/> Supply food products                         |
| <input type="checkbox"/> <b><u>Waste tank sewage disposal facilities</u></b> |  |   |

\_\_\_\_\_  
Signature of Restaurant/Foodstand (Commissary) Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Mobile Food Unit/Pushcart Owner

\_\_\_\_\_  
Date

## **MINIMUM REQUIREMENTS FOR MOBILE FOOD UNITS**

- Must operate in conjunction with a permitted commissary and report back daily for supplies, cleaning and servicing unit; i.e. washing dishes, disposal of waste, replenish food supplies/water
- At least a single-vat sink with integral drainboards on each end, NSF approved
- Separate handwash sink
- Hot and cold running water
- Wastewater tank sized 15% larger than total potable water storage capacity
- Commercial NSF equipment (refrigeration, freezer if applicable, cooking, hot holding)
- Approved materials for floors, walls and ceilings that are easily cleanable, no carpet or bare wood
- Adequate countertop space for food preparation
- Approval from local Fire Marshall - fire extinguisher, Commercial hood system if frying
- Fans, screens or closable openings (service windows) are required to protect against insects

## **MINIMUM REQUIREMENTS FOR PUSHCARTS**

- Must operate in conjunction with a permitted commissary and report back daily for supplies, cleaning and servicing unit; i.e. washing dishes, disposal of waste, replenish food supplies.
- Only hot dogs shall be prepared, handled and served
- Prepared, pre-portioned and individually pre-wrapped foods may be served (must be prepared and labeled according to rule requirements)
- Pushcarts shall not be used for consumer self-service
- Must be NSF approved or equivalent with appropriate food protection (see NCDENR forms, part H)
- Must be stored in an area that protects it from dirt, debris, vermin and other contamination
- OPTIONAL water holding tank must hold 5 gallons of water and waste tank at least 15% larger or 7.5 gallons

### **Water Supplies (Required for mobile food units, optional for push carts):**

Water faucets (at the commissary)/water inlets on the unit (capped when not in use) used to supply water for pushcarts/mobile food units shall be protected to prevent contact with chemicals, splash, and other sources of contamination. Waste connections shall be located lower than the water inlet connection. A food grade water hose is required for conveying freshwater to the holding tank. The onboard water holding tank must be disinfected prior to each use/fill.

## Mobile Food Unit and Pushcart Information

Name of Business (as posted on the unit) \_\_\_\_\_

Owner's Name \_\_\_\_\_

Phone \_\_\_\_\_ Emergency Contact Name & Phone \_\_\_\_\_

Physical Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

Email Address \_\_\_\_\_

Commissary Name \_\_\_\_\_

Commissary Address \_\_\_\_\_

Commissary Contact Person and Phone \_\_\_\_\_

Type of Unit:  Mobile Food Unit  Pushcart

Pushcarts Only: NSF certification # \_\_\_\_\_ Manufacturer \_\_\_\_\_ Model \_\_\_\_\_

License plate number of unit \_\_\_\_\_

Make/Model/Color/Plate # of vehicle (hauler) \_\_\_\_\_

Size and type of water heater \_\_\_\_\_

Type (well/municipal) and location of freshwater used to fill tank \_\_\_\_\_

Size of freshwater holding tank \_\_\_\_\_ Size of sewage holding tank \_\_\_\_\_

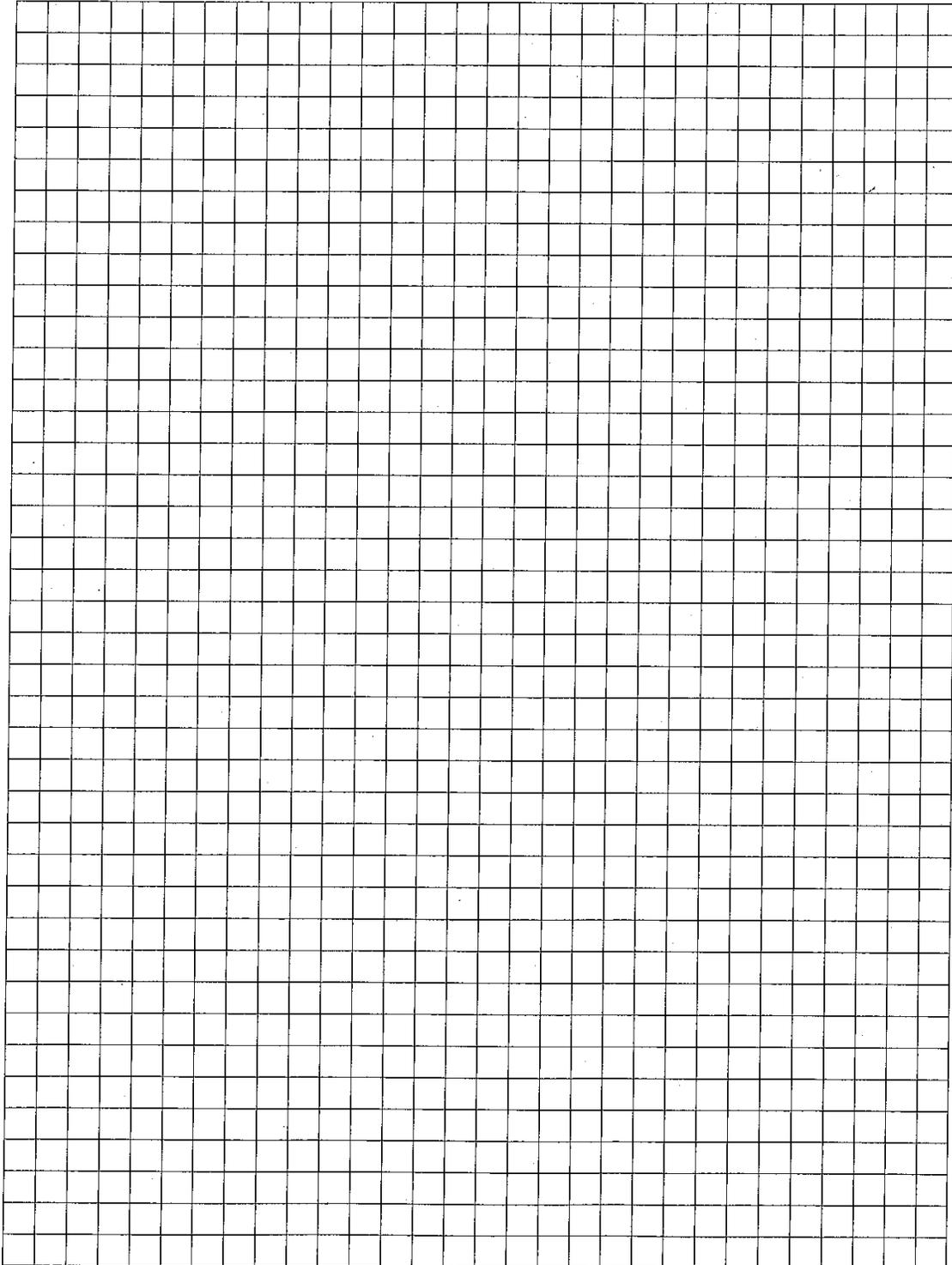
Location where unit will be stored when not in use \_\_\_\_\_

Hooked to permanent electricity when not in use YES \_\_\_\_\_ NO \_\_\_\_\_

- Also include:
- (A) \_\_\_\_\_ Commissary approval
  - (B) \_\_\_\_\_ Plans of the unit drawn to scale, including equipment location.
  - (C) \_\_\_\_\_ List of operating location(s) and time schedule
  - (D) \_\_\_\_\_ Specification sheets for all equipment (MFU only)
  - (E) \_\_\_\_\_ Description of construction material used on unit including floors, walls, ceilings and countertops (MFU only)
  - (F) \_\_\_\_\_ Menu. Include toppings/garnishes such as lettuce, tomatoes, sour cream, salsa, guacamole, slaw, etc.
  - (G) \_\_\_\_\_ Food preparation sheet
  - (H) \_\_\_\_\_ Pushcart construction verification form(s)

Please note: 1) Permitted units must contact the health department in each county in which unit operates with proposed locations/times of operation. Failure to submit this information will result in permit suspension. Visited counties may enter your unit and do inspections and/or suspend your permit. 2) The permit and grade card must be posted on the unit where it will be readily seen during all business hours. Grade cards are the property of NC and may not be photocopied, transferred, sold or discarded. 3) Owner is responsible for updating contact information should it change. If you cannot be contacted at the above phone/address, a permit suspension will be issued.

**PLANS OF UNIT**  
**INCLUDING EQUIPMENT LOCATION**  
(MUST BE DRAWN TO SCALE)



**B**



**LIST OF ALL EQUIPMENT  
ATTACH SPECIFICATION SHEETS FOR EACH**

1. Cooking equipment

2. Cold holding equipment (must keep food <41F)

3. Hot holding equipment including crocks

(must keep foods >135F)

4. Equipment sink(s)

5. Hot water heater

**DESCRIPTION OF CONSTRUCTION  
MATERIALS/FINISHES USED ON UNIT**

Floors \_\_\_\_\_

Walls \_\_\_\_\_

Ceilings \_\_\_\_\_

Countertops \_\_\_\_\_

Cabinets/Storage \_\_\_\_\_

Light Shields \_\_\_\_\_

Openings \_\_\_\_\_

Water Holding Tank \_\_\_\_\_

Wastewater Holding Tank \_\_\_\_\_

# MENU

**Attach a copy of your menu or list items here. You must sign below.  
Include all garnishes, drinks, main dishes, side dishes, desserts, ice**

---

Signature of Owner

---

Date

**\*Should you wish to add items to your menu once a permit is issued, you must first notify this dept. for approval.**

# FOOD PREPARATION SHEET

<u>Food Type</u>	<u>Purchased</u> <u>Where?</u> <u>When?</u>	<u>Thawed</u> <u>How?</u> <u>Where?</u> <u>When?</u>	<u>Stored</u> <u>Where?</u>	<u>Prepared</u> <u>Where?</u> <u>When?</u>	<u>Cooked</u> <u>How?</u> <u>Where?</u> <u>When?</u>	<u>Hot Holding</u> <u>During</u> <u>Operation</u> <u>How?</u> <u>Where?</u> <u>When?</u>	<u>Cold Holding</u> <u>During</u> <u>Operation</u> <u>How?</u> <u>Where?</u> <u>When?</u>
<u>EXAMPLE</u> Beef for Hamburgers	US Foods Weekly	Refrigerator at Commissary a couple days before use	Commissary Freezer or Refrigerator	Hamburger patties will be prepared at commissary 1 day prior to use	Hamburgers will be cooked on MFU grill	Hamburgers will be cooked to order	Raw hamburger will be stored in MFU refrigerator



North Carolina Department of Environment and Natural Resources  
Division of Environmental Health

**DESIGN & CONSTRUCTION REQUIREMENTS FOR PUSHCARTS**

A pushcart must be constructed to meet the provisions of 15A NCAC 18A .2600, "Rules Governing the Sanitation of Food Service Establishments" and NSF/ANSI standards. NSF/ANSI Standard 59 specifically addresses mobile food carts. If the pushcart is not NSF listed, the manufacturer or owner must submit documentation that demonstrates it is constructed to meet the North Carolina standards for equivalency to the NSF/ANSI standard. When non-listed pushcarts are required to obtain a new permit, such as when they move to a commissary in a different county, an evaluation in accordance with this document or the NSF/ANSI standards is required.

**1. Materials:**

- a. Must be corrosion resistant, non-toxic, and must not impart color, taste, or odor to food. Cast iron, lead, copper, galvanized metal, wood, or paint cannot be used in areas that contact food.
- b. Exposed surfaces shall be smooth and easily cleanable.
- c. Surfaces shall be free of breaks, open seams, cracks, chips, pits, and similar imperfections.

**2. Design & Construction:**

- a. Must be designed to prevent vermin, dirt, and splash from entering.
- b. Food zones (equipment or surfaces in direct contact with food, or surfaces that food may contact and then drain, drip or splash back into food) shall be readily accessible and easily cleanable.
- c. No sharp internal angles (minimum 1/8 inch radius).
- d. Joints, seams, external angles, and corners must be sealed and smooth.
- e. Sealants can only be used on joints and seams less than 1/8 inch wide.
- f. Fasteners cannot be used in food contact areas. Fasteners used in other areas must not have deep recesses in the head.
- g. Framing members must be easily cleanable and designed to prevent vermin harborage. Hollow channels must be closed at each end.
- h. Doors must fit properly.
- i. Hinges in food or splash contact areas must be easily cleanable while in place, or be designed to be disassembled without tools. Continuous (piano type) hinges cannot be used in these areas.
- j. Wheel housings must be provided where necessary to prevent contamination of food and splash zones.
- k. Vents or louvers must be designed to deflect spills, or be easily removable for cleaning.
- l. Food preparation areas on pushcarts operating outdoors that are not fully enclosed as required in NSF/ANSI standard 59 must meet rule .2639(b) of 15A NCAC 18A .2600 which requires food and utensils to be protected on the front, top, and ends.
- m. If provided, a potable water storage tank must have a capacity of at least five gallons, and the waste tank must be at least 15% larger with a capacity of at least 7.5 gallons. Water inlets must be protected from contamination and designed to preclude attachment to a non-potable service connection.
- n. Hot food holding equipment must be capable of maintaining food at 135°F, and reheating food from 45 °F to 165 °F within two hours. If provided, cold food storage compartments must be capable of maintaining a product temperature of 45°F or less.

**3. Data Plate:**

A permanent data plate must be affixed to the pushcart, and include:

- Manufacturer's name and address
- Model number
- Type of pushcart (potentially hazardous food, prepackaged food only, preparation of food)
- Type of heating, if applicable (gas, propane, etc.)
- Type of cooling, if applicable (mechanical, ice)
- End use limitation, if intended only for indoor use
- Capacity of potable water tank, if applicable
- Capacity of waste tank, if applicable



## **Design & Construction Verification**

1. Indicate all materials used to construct the pushcart, and on which part(s) of the pushcart they are used (provide a separate diagram if needed) \_\_\_\_\_  
\_\_\_\_\_
2. List sealants, if any, that were used to construct the pushcart and where they are used \_\_\_\_\_  
\_\_\_\_\_
3. Indicate any fasteners used to construct the pushcart (i.e., pop rivets, phillips-head or slotted screws, etc.) and where they are used \_\_\_\_\_  
\_\_\_\_\_
4. Are hinges used on the pushcart? \_\_\_\_\_ If so, how many knuckles per hinge? \_\_\_\_\_  
Can the hinges be disassembled without the use of tools? \_\_\_\_\_
5. Are vents designed to deflect spills? \_\_\_\_\_ or designed to be removable? \_\_\_\_\_
6. Indicate how the food, food preparation area, and utensils will be protected \_\_\_\_\_  
\_\_\_\_\_
7. Are sinks provided? \_\_\_\_\_ If so, what is their purpose? \_\_\_\_\_
8. If provided: Indicate the storage capacity of the potable water tank \_\_\_\_\_ gallons.  
Indicate the capacity of the waste tank \_\_\_\_\_ gallons.
9. Indicate how equipment has been verified to maintain hot food at 135°F or above \_\_\_\_\_  
\_\_\_\_\_
10. Indicate how equipment has been verified to reheat food from 45°F to 165° within two hours \_\_\_\_\_  
\_\_\_\_\_
11. Provide specifications (i.e., burner BTU's) for equipment used to heat/hold food hot \_\_\_\_\_  
\_\_\_\_\_
12. If applicable, indicate how equipment has been verified to maintain cold food at 45°F or less \_\_\_\_\_  
\_\_\_\_\_
13. Provide specifications for equipment used to hold food cold \_\_\_\_\_  
\_\_\_\_\_
14. Is a data plate including the required information affixed to the pushcart? \_\_\_\_\_