



Island County Public Health

Keith Higman, Director

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October 17, 2022

RE: Mobile Food Establishment Permit Requirements

ATTN: Mobile Food Establishment Permit Holders

Please see the information below regarding verification of your assigned permit category.

The following information will be required to be submitted to process your permit renewal for 2023. Failure to submit all required documents will result in your permit being suspended.

1. Complete and return signed mobile [commissary agreement](#) and/or [servicing area agreement](#) forms to confirm operating hours at your approved commissary.
2. Complete and return the mobile [food source form](#) and provide an updated menu.
3. Complete and return a mobile [itinerary and operations form](#).
4. Complete and return a mobile [cleaning schedule](#).

The following requirements will apply effective January 1, 2023.

1. Routine inspections will include an inspection of each commissary kitchen and/or servicing area to verify at a minimum that adequate refrigerated storage, water source, and wastewater discharge system is available to properly support operations.
2. Mobile food establishments engaged in stationary operations will be required to submit [restroom agreement\(s\)](#) with annual permit renewal.
3. Mobile food establishments will be required to maintain commissary and/or servicing area [visit logs](#).

Please contact Ray Campa at r.campa@islandcountywa.gov with any questions or comments.

Sincerely,

A handwritten signature in blue ink, appearing to be "Raymond Campa".

Raymond Campa CPM, RS/REHS
Food Safety Program Lead