

BROWN COUNTY HEALTH & HUMAN SERVICES DEPARTMENT
Public Health Division - Environmental Health Unit



2198 GLENDALE AVE
 GREEN BAY, WI 54303

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Mobile Food Establishment – Event Return to Base Exemption

Establishment Name:			
Legal Licensee:		Applicant Name:	
Service Base Address:			
City:	State:	Zip Code:	County:
Phone:	Email:		
Event Start Date:		Event End Date:	
Event:	Location of Mobile during Event:		

Submit the following: (Incomplete approvals will not be reviewed)
<input type="checkbox"/> Copy of Menu <input type="checkbox"/> Current Mobile Food Establishment License <input type="checkbox"/> List of Food Suppliers for the Event <input type="checkbox"/> Certified Food Protection Manager Certificate <input type="checkbox"/> All DATCP Variances and/or HACCP Plans, if applicable
Please explain below why you will not be able to return to your base every 24 hours for this event: (i.e. distance, unable to move mobile until after the event, etc.)

Please check the box below as confirmation that you understand all requirements of a mobile food establishment.

- Hot water must be available while in operation. **Lack of water or hot water will result in immediate closure and possible revocation of this approval.**
- Hot water at handwashing sinks must be at least 100°F.
- Fresh water tanks and wastewater tanks must be refilled and emptied daily regardless of remaining water to ensure appropriate water capacity for the next day.
- All food must come from approved sources. Food may not be made or stored in the home and served by a mobile food establishment.
- Employees may not work with symptoms of vomiting, diarrhea, sore throat with a fever, jaundice, or open cut/wounds.
- Temperature Controlled for Safety (TCS) foods must always be hot held or cold held unless in the processes of cooking, cooling, or reheating.
 - Cold Holding – less than or equal to 41°F
 - Hot Holding – greater than or equal to 135°F
- TCS foods shall be delivered hot held or cold held.
- All food contact surfaces used with TCS foods must be sanitized a minimum of every 4 hours.



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- Single use disposable gloves shall be worn while working with ready-to-eat foods.
- No bare hand contact with ready-to-eat foods is allowed.
- Food made prior to the event must be datemarked with a 7-day datemark or less.
- Food may not be stored outside. Additional dry storage or cold storage to increase capacity must be secure via locks to prevent food tampering and pests/rodents.
- Thermometers must be provided in all coolers and probe thermometers must be provided for checking food temperatures during cooking or hot/cold holding.
- Food must be prepared onsite or at your service base. Ware washing must be done on the truck, at the service base or at a pre-approved kitchen in Brown County.
- Fruits and vegetables must be washed in a food preparation sink prior to use.

Note: If planning on using another licensed kitchen to support your mobile food establishment operations other than your service base you will be required to fill out a Brown County Kitchen Sharing Agreement Form.

Please list where you will be filling your freshwater tank and disposing of your grey water during the event:

Please have the owner or organizer of your fresh and wastewater sites sign below to confirm they are providing fresh and wastewater services to you during the event.

Signature: _____ Date: _____
Phone: _____ Email: _____

I understand that by signing this document I agree to operate in a safe and sanitary manner. If the facility is found to be operating in an unsafe or unsanitary manner this approval may be revoked by Brown County Public Health. If this agreement is revoked, the operator will be required to return to their base every 24 hours as required in ATCP 75 Appendix Chapter 9-104.11. **Note: This exemption applies to a specific location during the event listed. If you intend to operate at multiple locations during the same event the form must be filled out multiple times.**

Operator Signature: _____ Date: _____
Sanitarian Signature: _____ Date: _____

