Documents Due for Permitting of a Mobile:

ALL DOCUMENTS MUST BE SUBMITTED AND REVIEWED **PRIOR TO SCHEDULING** ANY INSPECTIONS. WE **DO NOT ACCEPT** DOCUMENTS ON THE SAME DAY AS INSPECTIONS. (items highlighted in blue will link to the additional documents)

- **Application for Mobile Unit**
- **Title or Registration** for Trailer/Truck
- **Floor Plan of Mobile** (waste and fresh water tanks included) Neatly drawn if not computer generated with proper labels.
- **US Government identification of owner** (TX Driver's License, State ID, Passport , Work Visa)
- **Texas Driver's License** (if owner does not have Texas Driver's license to drive the vehicle- see below)
    - Valid Drivers License from Another State or Reciprocal Country **or**
        - A Valid Texas Driver's License for the Driver (must be present at inspection) **and**
        - **Notarized Driver/Operator Contract**
- **Approved Commissary Agreement** (including current Health Permit and most current inspection) **or** the following if Commissary is not being used
    - **Approved Potable Water Source**
        - Public Water Bill with labeled Fresh water hose on Truck **or**
        - Completed **Potable/Waste Water Service Document**
    - **Approved Waste Water Discharge Agreement**
        - **Completed Potable/Wastewater Service Document**
            - If in City Limits, will also need **City Approval Document** **or**
        - **Signed Pumping Contract** from a Local provider (receipts for pumping must remain on unit at all times and available for review
- **Certified Food Manager Certificate** (for each shift operating)
- **Fire Marshal Inspection**, 979-864-1121 **(Helpful Information)**
- **State of Texas Sales Tax Permit –** (this can be obtained at www.window.state.tx.us or 1-800-252-5555)
- **Copy of Menu**
- **Copy of Insurance**
- If unit will be operated on **Private Property** or for **more than 2 hours** at one location, the following documents are also required
    - **Restroom Availability Letter** allowing the use of a restroom located within 500 feet of the Mobile's operation address. And meet the requirements noted. Private Restrooms and Portable restrooms are not accepted.
    - **Property Agreement Letter**
- **Utilizing a Restaurant in lieu of a Commissary**
    - Alternate **Commissary Location Agreement**
    - Approval letter from **Municipality accepting use of City Services**