



Ventura County Environmental Health Division  
800 S. Victoria Avenue, Ventura CA 93009-1730  
TELEPHONE: 805/654-2813 or FAX: 805/654-2480  
<https://vcrma.org/divisions/environmental-health>

## COMMISSARY AGREEMENT LETTER

### PART A: MOBILE FOOD FACILITY VENDOR INFORMATION

New Permit \_\_\_\_\_ Renewal \_\_\_\_\_ FA # \_\_\_\_\_

Owner Name \_\_\_\_\_

Business Name \_\_\_\_\_

Business Phone Number \_\_\_\_\_

Business Address \_\_\_\_\_

Vehicle License Number \_\_\_\_\_

VIN Number \_\_\_\_\_

Vehicle make, model, year & color \_\_\_\_\_

### CHECK ONE:

TYPE 2 – Ice cream truck/cart; catering truck with only packaged foods;

fish truck; grocery truck with eggs, cheese or milk.

TYPE 3 – Hot dog cart/trailer; coffee/cappuccino cart/trailer;

churro/pretzel cart; shaved ice cart.

TYPE 4 – Catering truck; mobile kitchen.

### PART B: MOBILE FOOD FACILITY OPERATOR DECLARATION

I, the owner/permit holder of the Mobile Food Facility (MFF) noted above, agree to use this commissary for servicing and storage of my MFF daily. I understand that if I do not use the commissary, as required, my Environmental Health permit will be suspended, and I must stop operating until I obtain another commissary and provide proof to the Ventura County Environmental Health Division.

\_\_\_\_\_  
SIGNATURE (MFF owner/permit holder)

\_\_\_\_\_  
DATE

**PART C: COMMISSARY INFORMATION**

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

Telephone: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Out-of-County Commissary Provide a Copy of the Current Permit to Operate \_\_\_\_\_

I agree to provide the following in compliance with the California Retail Food Code, requirements: (Check all that apply):

- Mobile Food Facility storage space
- Food preparation area
- Utensil washing area
- Liquid waste disposal to: Mop  Sink  Wash Pad
- Garbage and rubbish disposed
- Hot and cold potable water, protected from potential backflow, available for the mobile food facility
- Approved restrooms available for the mobile food facility operators
- Electrical outlets for units that require electrical service
- Sufficient food/utensil storage space designated for each mobile food facility

The Mobile Food Facility listed above is assigned Space \_\_\_\_\_

**PART D: COMMISSARY OPERATOR DECLARATION**

I agree to notify the Ventura County Environmental Health Division by written document, phone call, or e-mail upon termination of this agreement and/or when the operator no longer uses these facilities in compliance with state laws. This commissary agreement is valid until \_\_\_\_\_.

\_\_\_\_\_  
SIGNATURE (Commissary Representative)

\_\_\_\_\_  
POSITION / TITLE

\_\_\_\_\_  
DATE