

Prices

Yearly Permit Fee:	\$40.00
Mobile Tracking Decal:	\$ 12.00
Self Contained Unit Plan Review	\$40.00

- **A menu is required for all Mobile units.**
- **No plan review is required for push carts.**
- **Permission from the City Zoning Department is required before the Health Department application is submitted.**
- **Use of private homes is strictly prohibited to store or prepare food, or to clean and sanitize utensils.**

Assistance from the Department of Public Health is provided on a nondiscriminatory basis without regard to age, race, color, creed, sex, national origin, or disability.

Food Handlers Card

The Food Handler class will be held on the 4th floor located in Environmental Health at the Portsmouth Health Department. The classes will be offered on the first and third Wednesday of every month

Morning class start at 10:00 am
Afternoon class start at 2:00 pm

Please arrive 30 minutes prior to class to register. Class will start promptly at the times listed above.

No admittance once class has started.

Seating is limited to class participants only!

Fee: \$10.00 due at registration

We also have provided food handler classes online through "[State Food Safety](http://www.statefoodsafety.com/#Virginia#Portsmouth-city)" at <http://www.statefoodsafety.com/#Virginia#Portsmouth-city>
Purchase online course for \$15.

Certified Professional Food Manager

The CPFM certificate is valid for 3 years and takes the place of a Food Handler's card which is required by Portsmouth. The CPFM certificate is recognized throughout the United States.

Certified Professional Food Manager Class
Schedule for 2016

February 23rd and 25th
March 22nd and 24th
April 26th and 28th
May 24th and 26th
June 21st and 23rd

July 26th and 28th
August 23rd and 25th
Sept. 27th and 29th
October 25th and 27th
November 8th and 10th

Fee: \$165.00 due 5 days in advance so students can receive all materials for studying.



**PORTSMOUTH DEPARTMENT
OF PUBLIC HEALTH**

Mobile Food Operations Guide



Equipment Requirements

**Portsmouth Department of
Public Health**

1701 High Street, Suite 102
Portsmouth, Virginia 23704

Phone: 757-3939-8585 ext 8585

Fax: 757-393-8027

Web Address: vdh.virginia.gov

Equipment Requirements

Food Items	Permit/Tracking D e c a l	Commissary	Mechanical Refrigeration	Hot Holding	Pressurized Water (Hot/Cold)	Potable Water Tank	Waste Water Tank	Hand Basin	3 Compartment Sink	Freezer	CFM	Food Handlers Card	Business License	Stove Hood or Vent Fan
Non-perishable prepackaged snacks (potato chips/candy)	X												X	
Prepackaged Perishables (Hot/cold sandwiches) Commercial Prepackage Only	X		X	X	X	X	X	X				X	X	
Hot dogs/sausages	X	X		X	X	X	X	X				X	X	
Perishable open food (BBQ/hamburgers/ French fries) Cooked on truck	X	X	X	X	X	X	X	X	X		X	X	X	X
Ice Cream/ Shaved Ice/ Prepackaged	X	X								X			X	
Ice Cream/Soft Serve/ Hand dipped	X	X			X	X	X	X		X		X	X	

Notes:

- **Permission from Zoning is required before the Health Department application is submitted.**
- **The use of private homes is strictly prohibited to store or prepare food, or to clean and sanitize utensils.**
- Food vendors require a base of operations (commissary) with adequate facilities to support their food operation. Commissaries are food establishments permitted by the Department of Public Health.
- All requirements are menu based.
- Coolers may be used for cold storage, with the use of bagged ice. Separate coolers for food, drinks, and ice are required.