



**Prince William
Health District**

8470 Kao Circle, Manassas, VA 20110
Telephone 703-792-6310 (Option 1) Fax 703-257-5138

Mobile Food Units Requirements

Application Fees

Floor Plans Review: \$40.00

Food Establishment Permit: \$40.00

1. Food Establishment Permit Application
2. Proposed menu (in English)
3. Floor plans drawn to scale of the mobile food unit interior showing the location of equipment. Plans must be drawn to scale (e.g. 1/4" = 1 ft.) on 8 1/2 x 11 inches or larger white paper with dark ink only, blue prints, or any other standard floor plans. Spaces are to be allocated for distinguishing the location of handwashing sink, 3 compartment sink, refrigerators, freezers, prep tables, shelving, the hot water heater and other equipment. See reverse.
4. Department of Motor Vehicle (DMV) Vehicle Registration
5. Certified Food Protection Manager Certificate
6. Proposed Commissary Information
Provide the name and address of proposed commissary for proper assessment, evaluation and approval by the Prince William Health District.
7. Vehicle Storage Address: Indicate where vehicle will be cleaned, serviced and parked during non-business hours
8. Potable water source (proof/documentation)
9. Used oil, sewage, other liquid waste and trash disposal letter

Prince William County Regulatory Agencies

Business License - Tax Administration Division

1 County Complex Court, Woodbridge, Virginia 22192

Phone -703-792-6710

Vendors License - Police Department

8406 Kao Circle, Manassas, Virginia 20110

Phone - 703-792-4183

***** Sample *****

Mobile Food Unit - Equipment Layout

