



ADAMS COUNTY HEALTH DEPARTMENT

Your Health. Our Mission.

Dear Mobile Truck, Trailer, or Pushcart License Holder:

A retail food license from the health department is required annually for mobile food trucks, trailers, and pushcarts. Your retail food license will expire on December 31, 2023, regardless of when the license was issued and must be renewed each year if you will be operating.

Before a mobile truck, trailer or pushcart can be licensed to sell food, the following steps must be taken:

1. If your mobile truck or trailer (not pushcart) has **not** been licensed by Adams County Health Department (ACHD) in the past, either by you or by a previous owner, you must complete and submit a Mobile Unit Plan Review form. Phone 303.288.6816 for details or submit plan review questions to ehplanreviewsupport@adcogov.org.
2. If your mobile truck, trailer, or pushcart has been licensed by ACHD in the past, then call our Environmental Health office located in Commerce City at (303.288.6816) to schedule an appointment for an inspection with an Environmental Health Specialist. *If you have not scheduled an inspection, your truck or cart will not be inspected for operation in 2024.*
3. Before you go into the ACHD office, make sure the refrigeration units and steam tables are operating (if applicable). Cold temperatures must be kept at 41°F, or below and hot temperatures must be kept at 135°F or above. The potable water reservoir should be filled and hot running water of at least 100°F available at the hand sink and hot running water of at least 110°F at the three-compartment sink (if applicable).
4. Bring a written copy of your menu, a current and completed **commissary agreement**, and a copy of your **Certified Food Protection Managers certificate**. If you operate at a fixed location, you must also complete a **restroom affidavit**. Finally, please pay the license fee of \$385.00 (exact amount) cash, credit card, or money order to be made out to Adams County Health Department for your retail food license. **If you do not provide the above listed items, your truck or cart will not be approved for licensing.**
5. Once you arrive at our office, an Environmental Health Specialist will review your paperwork and inspect your mobile unit and equipment. If no violations are found, payment will be collected, and an approval sticker will be placed in a conspicuous place on the mobile unit. If there are violations that need to be corrected, a list of those violations will be given to you. A license will not be issued until you correct all the violations.

NEW for 2024: *if you are obtaining a mobile license through the ACHD then your commissary must be located within Adams County. If your commissary is in the City and County of Denver, then your mobile unit must be licensed through the City and County of Denver prior to your licensing inspection with ACHD. In addition, if your commissary is a restaurant located in the City and County of Denver you are required to provide a copy of their retail food license. If your commissary is in a county other than Denver or Adams, please reach out to that county's health department for licensing.*

For any questions, please contact us at:

7190 Colorado Blvd., Ste 200

Commerce City, CO 80022

303-288-6816

Email: Environmentalhealthinspections@adcogov.org

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