

# Use of Commissary Agreement

## Base of Operations

It is required that the operator of a Mobile Food unit have a base of operation from a licensed commissary/shared kitchen facility. Home kitchens will not be approved. The kitchen is an essential part of a mobile food operation and must have facilities for supply storage, potable water, equipment cleaning and sanitizing, food preparation, effuse, water and grease disposal and other servicing activities. No food used on a mobile food unit shall be stored at a home residence.

### **Base of operation information**

Name of Business: \_\_\_\_\_  
Address: \_\_\_\_\_ City/Town: \_\_\_\_\_ Zip : \_\_\_\_\_  
Contact Person: \_\_\_\_\_ phone: \_\_\_\_\_  
Title: \_\_\_\_\_ email: \_\_\_\_\_  
Business Hours of Operation: \_\_\_\_\_

- Attach copy of current permit

### **Mobile unit/vendor information**

Name of Business: \_\_\_\_\_  
Address: \_\_\_\_\_ City/Town: \_\_\_\_\_ Zip : \_\_\_\_\_  
Contact Person: \_\_\_\_\_ phone : \_\_\_\_\_  
Title: \_\_\_\_\_ email: \_\_\_\_\_  
Location/route of vending: \_\_\_\_\_

### **Signatures:**

Base of Operation Owner/Agent: \_\_\_\_\_  
Printed: \_\_\_\_\_ Date : \_\_\_\_\_

Mobile Vendor Owner/Agent: \_\_\_\_\_  
Printed: \_\_\_\_\_ Date: \_\_\_\_\_

This agreement between the owner of the Base of Operations and the owner/vendor of the Mobile Food Unit operation signifies that both parties agree to the allowed use of the kitchen as specified. Note that this agreement is not transferable. Should there be a change in ownership of either the kitchen or mobile food unit, or should there be any modification or cancellation of this agreement between parties, then the Mobile food Establishment Permit may be suspended.

Board of Health Approval: \_\_\_\_\_ Date: \_\_\_\_\_