



Frequently Asked Questions: Licensing for Mobiles, Festivals, Events, or Farmers' Markets

How do I obtain a mobile food truck license?

A mobile license is for a portable vehicle or structure that routinely changes location. First, submit plans to the local health department where the business headquarters is located. Plans should include the following:

1. Type of operation proposed, menu items to be offered for sale.
2. Equipment list with manufacturer names and model numbers.
3. Equipment floor plan drawn reasonably to scale.
4. Surface finishes for the floor, walls, and ceiling.
5. Plumbing plan.
6. Lighting plan.

How long does it take to review my mobile plans once they are submitted?

Plans are required to be reviewed within 30 days. MCHD will make every effort to review in a shorter timeframe.

Is there a plan review fee for a mobile food service operation/mobile retail food establishment?

No.

Do I need to schedule an inspection?

Yes. A mobile pre-licensing inspection can be scheduled after your plans have been approved and equipment is installed and operational according to those plans. An inspection must also be scheduled annually during license renewal.

What do I need for the pre-licensing inspection?

Medina County Health Department has a checklist to help you prepare for the pre-licensing inspection. This will be provided with the plan approval letter.

How much does a mobile license cost?

License fees change year to year. Contact the Medina County Health Department for more information.

When will I receive the mobile license?

After passing a pre-licensing inspection, operators will be instructed to complete an application for a mobile license and submit license fee to Medina County Health Department prior to operation. Processing a mobile license may take 1-5 days. Please allow ample time to obtain a mobile license prior to your first event.

Where can I operate once I have a mobile license?

A mobile food service operation/retail food establishment license is good throughout the state of Ohio. Maintain the **original** license (no photocopies) with the mobile unit at all times.

Mobiles should only operate where there is a safe water supply and adequate power source.

Please contact local municipalities for any other necessary permits.

Does the mobile license expire?

Yes. A mobile license will expire on March 1. The mobile license must be renewed during the month of February or prior to the first day of operation in a new licensing period.

What if I purchase a mobile unit that was licensed in another county or state?

Mobile licenses will not be transferred from one county to another county or (state to state). Plans need to be submitted and approved by the Medina County Health Department to obtain a mobile license.

How often are mobiles inspected?

Mobiles must be inspected annually by the Medina County Health Department. In addition, mobiles may be inspected at any time during operation by Medina County Health Department or other health departments. A copy of the inspection report will be sent to the licensing health department. Always maintain the **original** license (no photocopies) with the mobile unit.

Can I prepare food at home and sell the food from a mobile unit?

No. All foods (except cottage foods) must be prepared at a licensed location.

I have a licensed restaurant. Can I prepare food in the licensed restaurant and then sell the food from a licensed mobile unit?

In order to do this, you will need to register with the Ohio Department of Agriculture to manufacture food at one location and then sell the food from a licensed mobile unit. Please call 1-800-282-1955 for more information.

I want to prepare and sell food at a festival or event, but I don't have a licensed mobile unit. What can I do?

Medina County Health Department may issue a temporary food service operation/retail food establishment license. A temporary license is good for one event lasting up to 5 consecutive days.

How do I obtain a temporary license?

Obtain a temporary license packet from the health department. This packet includes educational information needed to operate a temporary food service/retail food establishment. Complete the

temporary packet plans and return the plans and application for a license to the health department for review and approval at least 10 days prior to the event.

You will be notified if your temporary is approved to operate.

How much is the temporary license fee?

Fees change year to year. Currently, the license fee is \$60.00 for a commercial license (for profit) and \$30.00 for a non-commercial license (non-profit organization).

After my temporary food license application is submitted, when will I receive my temporary license?

The temporary food service operation/retail food establishment will be inspected by the health department during operation at the event. The inspector will provide the temporary license to you during this inspection.

Can I make food at home in advance and bring it to the event?

No. All foods (except cottage foods) must be prepared and served at the temporary licensed location.

Is there a limit to how many temporary licenses I can obtain?

Yes. Only 10 temporary licenses may be issued to an operator each year.

Do I need a license to sell baked goods made in my home?

Yes, a home bakery license is needed if you plan to prepare baked goods in your private home that require refrigeration for safety such as cheesecakes, pumpkin rolls, meringue pies, cream pies, etc. In addition, if you plan to sell baked goods that require refrigeration for safety at a farmers' market, a temporary or mobile license is also required from the local health department.

No, a license is not required for baked goods that do not require refrigeration for safety (also known as cottage foods).

What are cottage foods?

Cottage foods are a specific list of foods in Ohio Administrative Code 901:3-20-04 that can be made in a private home without a license. Cottage foods must be packaged and properly labeled. For more information, go to <https://agri.ohio.gov/divisions/food-safety/resources/cottage-food>

Properly packaged and labeled cottage foods may be sold at farmers' markets without a license. If you have more questions about cottage foods, please contact our office.

How do I get a home bakery license?

Home bakery licenses are issued by the Ohio Department of Agriculture (ODA). Contact ODA at 1-800-282-1955 for more information.

Do I need a license to sell eggs from my farm at a farmers' market?

Yes, a mobile or temporary retail food establishment license from the local health department is required to sell eggs at a farmers' market. In addition, the farm where the eggs are produced must be registered with the Ohio Department of Agriculture (ODA). Contact ODA at 1-800-282-1955 for more

information. For more information, please visit <https://agri.ohio.gov/divisions/food-safety/resources/small-egg-production>

Do I need a license to sell raw frozen or fresh beef, pork, or chicken at a farmers' market?

Yes, a mobile or temporary license is required from the local health department to sell these items at a farmers' market. Beef, pork, and chicken must be processed and packaged at a licensed, inspected facility and properly labeled. For more information, please visit <https://agri.ohio.gov/divisions/food-safety/questions>

Do I need a license to sell whole produce at a farmers' market?

No. A license is not required to sell whole, unprocessed produce.

Can I give away food samples at a farmers' market?

Yes. Free food samples may be offered without a license. Please follow good food safety practices to prevent possible contamination of food.

For other questions about fermenting, pickling, canning, bottling, or other foods not listed here, please visit <https://agri.ohio.gov/divisions/food-safety/questions> or call Medina County Health Department at (330) 723-9688 Option 3.