



City and County of San Francisco  
**DEPARTMENT OF PUBLIC HEALTH**  
**ENVIRONMENTAL HEALTH**

London N. Breed, Mayor  
Greg Wagner, Acting Director of Health  
Stephanie K. J. Cushing, MSPH, CHMM, REHS  
Director of Environmental Health

January 24, 2019

Dear Mobile Food Facility Owner/Operator:

**Please disregard the previous letter dated January 17, 2019. We had to change that date due to the availability of the location. Please see below for the new date.**

For your convenience in this years Roundup, inspectors from SF Fire and SF Public Health Departments will be available at the time and address specified below. As in past years, appointments are not necessary.

**Dates: March 25<sup>th</sup>, 26<sup>th</sup> and 27th, 2019**  
**Location: 100 Alemany Boulevard (Alemany Farmer's Market location)**  
**Hours: 9:00 AM – 3:00 PM**

In addition to your mobile food facility, be sure to bring your:

- **2019 S.F. Tax Collector's License Certificate or proof of payment**
- **S.F. Health Department Permit to Operate**
- **A completed List of Operating Location(s) Form**
- **A Commissary Verification Form, completed and signed by the commissary owner**
  - *For out-of-county commissaries, the permitting agency must also sign the form*
- **A valid email address for the business primary contact person**
- **A valid Food Manager Food Safety Certification – if handling open potentially hazardous foods**

Mobile Food Facility (MFF) permits are renewed by issuance of annual decals. These decals are issued when MFFs pass structural inspections with the SF Fire Department (SFFD) and Department of Public Health (DPH). Decals will not be issued if structural issues are present or if the required documentation was not brought to the inspection. Please note that individual appointments outside of this event are limited. **Failure to renew your decal at this event may impact your ability to operate in the City and County of San Francisco.**

**Tips for a successful inspection:**

- Hot (minimum 120°F) and cold water are available at the sinks
- All equipment is on and operating
  - Refrigerators maintain temperature of 41°F or lower
  - Hot-holding units maintain temperature of 135°F or above, with thermometers in place
- Handwashing sink has paper towel and liquid soap dispensers installed and stocked
- Approved food contact surface sanitizer is available
- MFF is clean and in good structural condition

**Starting in 2018:**

MFF permit holders must now submit commissary verification forms, restroom verification forms, and Operating Location Update forms on an annual basis and notify DPH of any operational changes immediately. If you have questions, please email the Mobile Food Inspection team at [MFF@sfdph.org](mailto:MFF@sfdph.org) or 415-252-3938.

Sincerely,  
John Castelli, Senior Environmental Health Inspector