



License Renewal - Mobile Retail Food Establishment Packet

To renew your Mesa County Mobile Unit Retail Food License, this application must be completed. An invoice for your 2026 Retail Food License **will not** be created until this document has been completed and approved. Complete steps 1-4 in the instruction box below. Ensure all sections are accurately completed. If you have never been licensed in Mesa County before, please contact us before completing this application.

Incomplete renewal applications will not be accepted

1. Complete the following **BEFORE** submitting this renewal packet for review:
 - Renewal Questionnaire (Page 2)
 - Commissary Agreement (Page 3)
 - Acknowledgement Letter (Page 4) signed and dated
 - Full menu - printed or digital copy
 - Complete all sections of the packet. If something is not on your mobile unit, please put 'N/A'.
2. Submit all items listed above to Mesa County Public Health (MCPH) via email or in person:
 - Email (preferred): Environmental.health@mesacounty.us
 - In person: Monday-Thursday, 7:30a.m.-5p.m., Friday 7:30 a.m.-12:00p.m. at 510 29 ½ Road, Grand Junction, CO 81504
3. Your packet will be reviewed by a specialist, and you will be contacted by them directly within 3-4 business days of submitting the completed application.
4. Once your application has been reviewed and accepted, your license renewal invoice will be sent to you for payment.
 - You can pay for your renewal in person, online, or in the mail. Payment instructions will be provided on the invoice.



Renewal Questionnaire

Name of Mobile Unit (DBA): _____ License Plate: _____

VIN: _____ Make/Model: _____

Type of Unit:



Truck



Trailer



Cart

Preferred Language:

English

Español

Other: _____

Owner's Name: _____

Owner's Email: _____ Owner's Phone: _____

Owner's Mailing Address: _____

Business Social Media (Facebook, Instagram, X): _____

Where do you plan to sell food? (Please check all that apply, and specify in the table below)

- Single Location(s): Such as breweries, parking lots, office buildings, etc.
- Event(s): Such as Farmer's Markets, Fairs, Festivals, etc.

Operating Address(es) or Events	Days of Operation	Hours of Operation

Have you added, removed, or changed anything including equipment on the unit? Yes/No
If yes, what? _____

Have you changed anything on the menu? Yes/No
If yes, what? _____



Commissary Agreement

I, _____, am the owner/operator of _____, located at _____, and I give permission to _____ to use my facilities for the following activities:

- Food preparation activities, like washing and cutting of produce, cooking, cooling, and/or reheating
- Dishwashing
- Storage of dry goods, paper products, cleaning chemicals, and/or equipment
- Filling of water tanks
- Dumping waste water
- Storage of refrigerated foods
- Other (please specify): _____

Commissary water supply:

- Municipal
- Well

Commissary sewer system:

- Municipal
- Septic

The Commissary is available the following days for use by the mobile or temporary food business:

- | | |
|------------------------------------|--|
| <input type="checkbox"/> Monday | <input type="checkbox"/> Thursday |
| <input type="checkbox"/> Tuesday | <input type="checkbox"/> Friday |
| <input type="checkbox"/> Wednesday | <input type="checkbox"/> Saturday/Sunday |

Signature (Commissary Owner/Operator)

Date

Phone Number



Retail Mobile Food Establishment Acknowledgement Letter

Mesa County Public Health would like to advise you of the following requirements that, if not followed, may significantly increase the possibility of foodborne illness of your patrons and may result in enforcement action such as immediate closure.

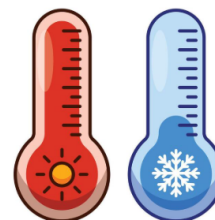
- You may not use your home for food storage, cooking, cooling, or washing dishes. Use your commissary for all mobile unit operations.



- You must always have hot running water between 85°F-120°F. Do not operate if you do not have **water**, do not have **hot water**, or if your pipes are frozen!



- Your equipment must be capable of holding foods at 41°F or less, and 135°F or greater at all times.



- I acknowledge and understand that the above situations may require my business to close.
- I acknowledge and understand that the above situations may result in my business receiving a fine.
- I confirm that I am responsible for complying with the Colorado Retail Food Establishment Regulations.

Food Truck Name

Date

Your Name

Position with Business