

VENDOR'S CHECKLIST

- **Mobile Food Facility Operation Guide**
[Mobile Food Facility Operation Guide](#)
- **Mobile Food Facilities Application Packet**
[Application Packet - Mobile Food Facilities](#)
- **Food Safety Certifications**
[ANAB Food Safety Certification](#)
- **Commissary Agreement for Mobiles**
[Commissary Agreement for Mobiles \(Allegheny County, PDF\)](#)

LOCAL & COUNTY PERMIT REQUIREMENTS

- **Allegheny County (Pittsburgh)**
 - [Chapter 719: Vendors and Peddlers](#)
 - [Licensing Rules and Regulations](#)
 - [maps of prohibited vending locations](#)
 - [application online](#)
 - [City Finance department](#)
 - [Allegheny County Health Department Certificate](#)
- **Philadelphia (City)**
 - [Guide to Permits and Licenses for Opening a Mobile Food Business](#)
 - [Obtain a Business Income and Receipts Tax ID](#)
 - [Obtain a Commercial Activity License](#)
 - [Food Safety Certificate](#)
- **Bucks County**
 - [Application for License to Conduct and Operate a food facility \(SA-13\)](#)
 - [Plan Review for Mobile Food Units \(application only\) Fee is only required for trucks under construction \(SA-145\)](#)
 - [Commissary Verification Form \(Must be notarized if outside Bucks County & not owned by MFU operator/owner\) \(SA -15\)](#)
 - [Copy of Health License for Commissary \(if outside Bucks County\)](#)
 - [Copy of or proof of application for a PA Sales & Use Tax License \(PA100\)](#)

**CONTACT INFORMATION**

| REGION / JURISDICTION | AGENCY / ROLE | PHONE | EMAIL / NOTES |
|---------------------------|--|-----------------|--|
| Statewide | PDA Bureau of Food Safety & Lab Services (Plan Review & License) | (717) 787-4315 | Plan review email: RA- AGPLANREVIEW@pa.gov (Pennsylvania Government, PDF4PRO) |
| Allegheny County | ACHD Food Safety Program (MFF licensing & commissary) | (412) 578-8044 | 2121 Noblestown Rd, Ste 210, Pittsburgh, PA 15205 (Allegheny County) |
| City of Pittsburgh | Business Licensing Dept. (Mobile Vendor License) | Check city site | Apply link on city.gov business services page (pittsburghpa.gov) |
| Philadelphia City | Department of Public Health – Mobile Food Licensing | via portal | See “Guide to Permits and Licenses for Mobile Food Business” PDF (business.phila.gov) |
| Bucks County | Bucks County Environmental Health | via website | Plan applications, commissary forms & fees detailed online (Bucks County) |