

VENDOR'S CHECKLIST

- **Mobile Units General Requirements**
[Permitting Mobile Units – VDH \(General Requirements\)](#)
- **Mobile Food Unit Operational Guide**
[Mobile Food Unit Operational Guide – Chesapeake Health Dept.](#)
- **Mobile Food Establishment Plan Review Packet**
[VDH Mobile Food Establishment Plan Review Packet](#)
- **VA Fire Marshal Mobile Food Unit Preparation Vehicle Guide**
[VA Fire Marshal Mobile Food Preparation Vehicle Guide](#)
- **VA Fire Code: Mobile Food Prep Vehicles**
[VA Fire Code: Mobile Food Prep Vehicles](#)
- **Staff Certification**
[Always Food Safe](#)
[360training](#)

LOCAL JURISDICTION REQUIREMENTS

- **Richmond City Mobile Unit Guidelines**
[Richmond City Mobile Unit Guidelines](#)
- **Hampton**
[Hampton Health Dept. Mobile Unit Guidelines](#)
- **Norfolk**
[Norfolk Mobile Food Unit Permit Application](#)



CONTACT INFORMATION

OFFICE	PHONE	WEBSITE / EMAIL
Virginia Dept. of Health – Env. Health	Varies locally	VDH Mobile Food Units (Virginia Department of Health)
Chesapeake Health Dept.	(757) 382-8672	Chesapeake guide PDF above (Virginia Department of Health)
Richmond City Health District	(804) 205-3912	Richmond guidelines PDF above (Virginia Department of Health)
Norfolk Health Dept. – Env. Health	(757) 683-2712	Norfolk permit form PDF above (Virginia Department of Health)
Hampton Health Dept.	(757) 727-2570	Hampton guide PDF above (Virginia Department of Health)
VA State Fire Marshal's Office	(804) 370-6947	Fire permit portal above (Virginia Department of Fire Programs , Virginia Department of Health)