



Commissary Agreement

For mobile unit operators, caterers, and special event vendors, this commissary agreement must be completed and signed by the commissary owner before you will be approved to use the commissary. Please provide the following information, including signatures, and submit this agreement with your Retail Food License application or Plan Review application to El Paso County Public Health. This commissary agreement is valid for the current calendar year only and can be revoked at any time by providing written notice to El Paso County Public Health.

I, _____ of _____,
(Owner/Operator) (Establishment Name)

located at _____, phone number _____,
(Address of Establishment)

do hereby give permission to _____,
(Mobile Unit/Pushcart/Caterer/Temporary Vendor)

to use my kitchen facilities to perform the following (check all that apply):

- Preparation of foods, such as vegetables or fruits, cutting meats, cooking, cooling, or reheating
 - Storage of foods, single-service items, and cleaning agents
 - Service and cleaning of equipment
 - Ware washing
 - Filling water tanks
 - Dumping wastewater
 - Other:
- Commissary Water Supply? Municipal Well
- Commissary Sanitary Sewer Service? Municipal

Please indicate the equipment available at the commissary for the proposed uses:

- Hand Sink Prep Sink Mop Sink Three-bay sink Dish machine
- Refrigerator Cooling Equipment Dry Storage Oven Other

Name of Operator (Print)

Operator Signature

Date

Name of Commissary Owner (Print)

Commissary Owner Signature

Date

Things to Remember:

- The commissary facility must be acceptable for the food volume and preparation methods used and have the necessary equipment and storage capabilities for the operation.
- The commissary must be constructed and operated in compliance with the current requirements of the Colorado Retail Food Establishment Rules and Regulations.
- An inspection of the commissary by El Paso County Public Health may be required prior to use by the operator to determine if it is adequate for the intended use.
- Mobile units must report to the commissary every 24 hours during operation for food preparation, dishwashing, dumping water, refilling water, etc.

If you have any questions or concerns, please contact El Paso County Public Health at 719.578.3199, option 3.

