

Step-by-Step Instructions on How to Get a City Mobile Vending License:

Mobile Food Vendors must call (210) 619-1665 to schedule a mobile unit inspection.

City of Schertz Environmental Health inspects and licenses all vendors selling food and drinks from mobile units within the City of Schertz. Licensing occurs at 1400 Schertz Pkwy Building #1 .

What's New?

- Food Handler Training (online training courses provided www.Texasfoodhandler.com)

Listed below are the requirements depending on the type of operation you want to have licensed:

SIMPLE SNO-CONE – Individuals selling sno-cones from a vehicle where the ice and syrups are purchased from an approved, licensed food operation and the individual puts the two items together in their unit. No grinding of ice or reconstituting of syrups is allowed. The requirements for the unit are listed below:

- Unit is a truck with a cover over the back, van, station wagon or hatchback, i.e. facility where persons can vend from the rear of the vehicle in a clean environment. Regular passenger cars cannot be licensed.
- A gravity feed hand wash facility is provided in the unit with water, soap and paper towels.
- Ice chests (for sodas and ice) that are in good repair, clean, easily cleanable and non-absorbent.
- If shelving is provided, it must be easily cleanable and non-absorbent.

ICE CREAM VENDOR: Individuals selling pre-packaged novelty ice cream from a vehicle. The requirements for the unit are listed below:

- Unit is a truck with a cover over the back, van, station wagon or hatchback, i.e. facility where persons can vend from the rear of the vehicle in a clean environment. Regular passenger cars cannot be licensed.
- Mechanical freezer utilizing electricity or dry ice to maintain ice cream in frozen state is provided and in good repair.
- If shelving is provided, it must be easily cleanable and non-absorbent.
- Open food handling (such as nachos, Frito pies, grinding ice, or bulk pickles) is NOT allowed to be made inside vehicle.

SHRIMP/WHOLE FISH VENDOR: Individuals selling whole shrimp or fish from a vehicle. The requirements for the unit are listed below:

- Unit is a closed vehicle, i.e. truck with camper shell, van, hatchback or station wagon.
- Gravity foot hand washing station is provided with water, soap and paper towels
- Clean, easily cleanable, self-draining ice chests that are in good repair with plenty of ice provided for shrimp or fish.
- If utensils (scoop) are provided, three five-gallon containers provided to wash, rinse, and sanitize. Sanitizer provided on unit.
- If shelving is provided, it must be easily cleanable and non-absorbent.

SANDWICH TRUCK: Is a vehicle selling pre-packaged, potentially hazardous foods, and drinks. The requirements for the unit are listed below:

- All potentially hazardous and non-potentially hazardous foods and drinks are pre-packaged.
- Potentially hazardous foods are prepared in a licensed commissary and properly labeled (see commissary details below).
- Unit has facilities to maintain potentially hazardous foods below 41 degrees Fahrenheit.
- Unit has facilities to maintain potentially hazardous foods at 135F or above.
- Unit is smooth, easily cleanable construction in good repair.
- Garbage can provided for customers to discard trash when they stop.

KITCHEN ON WHEELS: Vehicle or trailer that is selling approved open food products. The requirements for the unit are listed below:

- Enclosed room with walls, floors and ceilings that are smooth, easily cleanable, and non-absorbent.
- Doors are tight-fitting and self-closing.
- Windows that can be opened have minimum sixteen mesh per inch screening wire to protect from insects and rodents.
- A three-compartment sink with hot and cold running water available to all three compartments. All three compartments are large enough to immerse largest piece of equipment for washing, rinsing and sanitizing.
- Separate hand washing sink with hot and cold running water by mixer faucet and properly plumbed to waste water tank.
- Unit has a minimum ten gallon water heater or an instantaneous (on demand) water heater.
- If you have a ten gallon water heater, then the unit should have at a minimum a fifteen (15) gallon fresh water tank. If you have an instantaneous water heater, then the unit should have a minimum twenty-five (25) gallon fresh water tank.
- Unit has minimum thirty (30) gallon wastewater holding tank. In all cases, the wastewater tank must be fifteen percent (15%) larger than the total volume of fresh water (hot and cold together).

Waste Water Tank Equation for any size fresh water tank

25 gallons 30 gallons .15 x fresh water tank size = additional amount

additional amount + fresh water tank size = waste tank size

FOR EXAMPLE: for A 36 gallon fresh water tank

.15 x 36 = 5.4

5.4 + 36 = 41.40 gallons waste tank

30 gallons 34.5 gallons

35 gallons 40.25 gallons

40 gallons 46 gallons

45 gallons 51.75 gallons

- Facilities are provided to maintain hot holding temperatures of 135F.
- Facilities are provided to maintain cold holding at 41F or below.
- Facilities are provided to reheat potentially hazardous foods to 165F.
- All equipment is smooth, easily cleanable, and non-absorbent.
- Unit is constructed of corrosion-resistant, durable materials.
- Liquid waste servicing connection is of different size than water connection.
- Liquid waste servicing connection is lower than water inlet.
- Potable water inlet is equipped with a transition connection of size and type that will prevent its use for any other service.
- Solid waste storage facilities provided.
- Adequate counter and/or worktables are provided.
- Equipment is clean and in good repair.
- Single Service items are used and stored properly.
- Ice is stored in proper facility and handled properly.
- Operates from an approved Commissary (see commissary details below).

COMMISSARY REQUIREMENT: Pushcarts that distribute hot dogs or sausage, sandwich trucks and kitchen on wheels units must operate from an approved commissary. This commissary is a licensed food establishment that fully meets the [Texas Food Establishment Rules \(TFER\)](#), and has a current license. The unit must be returned to that commissary daily for replenishing of supplies, and servicing of the mobile vending unit.

The Commissary that services the Kitchen on Wheels must have the following facilities at their location in addition to the licensed kitchen:

- Commissary has overhead protection for supplying, cleaning and servicing the mobile unit.
- Commissary has areas for flushing and cleaning liquid waste storage facility on mobile unit that is separate from water servicing area.
- Surface of servicing area is constructed of smooth, non-absorbent material.
- The Commissary has a time/date device to record when a mobile vending unit is serviced.

There are currently four approved commissaries in the Schertz area that can issue Notarized Commissary Letters that will be honored by City of Schertz Environmental Health Office. Those facilities are listed:

B & S Mobile Catering and Vending Supplies
2805 Commercial Ave
San Antonio, Texas 78221
(210) 924-5323

North East Commissary
12735 Nacogdoches Rd.
San Antonio, TX 78217
(210) 310-6862

Pinky's Shaved Ice
1301 E. Elmira St.
San Antonio, TX 78212
(210) 550-3838

Myrna's Catering
161 Ward Ave.
San Antonio, TX 78223
(210) 534-4140

TBS Foods
1910 Arvie
San Antonio, TX 78253
(210) 767-2222

To obtain a mobile vending license, the vendor must take the unit to 1400 Schertz Pkwy building #1. A Sanitarian will inspect your unit and tell you what you need if the unit does not meet standards. If a Commissary letter is required, that completed document should be brought when you are ready for inspection. You also will be asked to produce your Driver's License.

When approved, you will pay for your license, and receive your license.

- All food vending from a mobile food vending unit must be done **ON THE VEHICLE**. It is not permitted to remove food items from the vehicle to sell from a table under a free standing canopy. Mobile food vendors that sell whole, uncut produce are exempt from this rule.

Should you have any questions, we will be glad to answer them. Call (210) 619-1665.