

Please be advised, cooked and prepared foods must be consumed or discarded at the end of each event. Cooked and prepared foods cannot be returned to the commissary for re-service at a later date. All foods shall be prepared on the mobile unit, at the event, or at the licensed commissary. No foods or food equipment may be stored in a private home or unlicensed facility.

1. Commissary Information (Licensed Food Establishment Allowing Vendor to Access Licensed Kitchen)

Commissary Name: _____

Commissary Owner/Licensee Name: _____

Commissary Address: _____

Email: _____ City _____ State _____ ZIP Code _____

2. Food Vendor Information (Vendor Accessing the Establishment's Licensed Kitchen)

Food Vendor Name: _____

Owner Name: _____ Email: _____

☐ Check box if the owner of the licensed Commissary is the **SAME** as the owner of the Food Unit

3. Days/Times of Use: Please list the times that the Food Unit Vendor will be at the Commissary

Day(s)	Time(s)
SUNDAY	
MONDAY	
TUESDAY	
WEDNESDAY	
THURSDAY	
FRIDAY	
SATURDAY	

4. Please mark X to the activities that will take place at the commissary:

YES	NO	ACTIVITIES
		Dish or equipment washing
		Dumping wastewater
		Receiving potable water
		Storing food (including ice and/or drinks)
		Storing dry goods
		Preparation of food
		Cooking and/or reheating of food
		Throwing away of garbage

- Will all foods and food equipment be stored at the commissary before and after events (no foods or food equipment will be stored in a private home?) ☐ YES ☐ NO
- Water supply of the commissary: ☐ PUBLIC ☐ PRIVATE
- Sewage disposal of the commissary: ☐ PUBLIC ☐ PRIVATE

Commissary Agreement Form

By signing this Commissary Agreement, the owner/licensee of the commissary agrees to allow the owner of the food unit access to the commissary for the activities outlined in this agreement, during the days/times listed above. The commissary owner/licensee acknowledges that they are responsible for all food service operations conducted on commissary premises.

Signature of Commissary Owner: _____ Date: _____

Signature of Food Vendor: _____ Date: _____