
Mobile Licensing Checklist

Operational Items

- ☐ Hot & cold running water
(Note: Hot water must be at least 100°F/38°C)
- ☐ Refrigerators & freezers turned on & working with thermometers inside refrigeration units
- ☐ Small tip digital thermometer for small mass foods
- ☐ Sanitizer for wiping cloth buckets and 3 compartment sink
(Bleach, Quaternary Ammonia or Iodine)

Note: If bleach is used, it must be scent free (no added “perfumes”)

- ☐ Test strips for checking above sanitizer
- ☐ Soap, paper towels & hand wash sign posted at hand sink
- ☐ Two hoses: 1) Fresh Water (Food Grade)
2) Waste Water

Paperwork Items

- ☐ Sales Tax Permit
- ☐ Please contact the cities you wish to be operational in regarding any additional permitting requirements.
- ☐ Manager Certification (Tulsa, Broken Arrow, Sand Springs, Bixby)/ Food Handler Permits
- ☐ Name & Phone Number of Registered/Service Agent (Legal Contact) from paperwork filed with the Oklahoma Secretary of State for Corp./LLC/LLP/Inc./etc.

Preferred mailing address

Business address

Mobile phone number

Estimated number of employees

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- ☐ Check enclosed for _____ payable to:

Oklahoma State Department of Health (OSDH)

**State food license different from plan review fee*