



**Prince George's County Food Protection and Policy Program**  
**Depot Letter (Mobile Unit Base of Operation)**



If you have questions regarding this form contact the **Food Protection and Policy Program** at  
[FoodProtectionProgram@co.pg.md.us](mailto:FoodProtectionProgram@co.pg.md.us) or **301-883-7690**.

Name of Mobile Unit	Contact Number - -
Name of Mobile Unit Operator	E-mail address
Mailing Address Apt. No. City State Zip Code	
Name of Depot	Facility Phone Number - -
Physical Address City State Zip Code	

Describe days and times the mobile unit utilizes the depot

**The mobile unit operator and/or employees from the mobile unit operation will conduct the following activities at the Mobile Unit Depot:(Check all that apply.)**

- Empty wastewater and refill freshwater tank(s)
- Dispose of garbage
- Dispose of waste oil and/or grease
- Utilize dishwashing facilities to wash, rinse and sanitize utensils
- Use of refrigeration (including freezers) to store food requiring temperature control
- Storage of dry goods
- Storage of single service items
- Preparation of foods by employees of the mobile unit including chopping vegetables, assembling salads or sandwiches, or portioning cold foods such as potato salad.
- Cooking of foods including baking, frying, broiling, steaming or roasting.
- Cooling of foods such as chili or soups, chicken, roasts or noodles.
- Reheating of foods that were cooled.
- Purchase of hot foods prepared by the food service facility (depot) to be placed hot or cold on mobile unit (e.g., tamales, pizza, cold sandwiches).

**A copy of the current depot food service license MUST be attached if the licensed food service facility is outside Prince George's County**

The person who holds the food service license must sign below:

\_\_\_\_\_  
Signature of depot operator or owner

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Date

I, the owner or operator of the mobile unit noted above agree to use this food facility as a depot for servicing on a daily basis. I will use the depot for the requirements noted above. If I do not use the depot, my Prince George's County Health Department food service permit may be revoked, and I must stop operating until I obtain another depot and provide a new depot authorization document to the Prince George's County Health Department. I also understand that this agreement must be renewed annually and submitted with my application to operate a food service facility.

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Signature of mobile unit operator or owner

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Printed name

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Date

Date of Food Program Review	Reviewer's signature	Facility Number
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