



# Northeast District Department of Health

69 South Main Street, Unit 4, Brooklyn, CT 06234  
860-774-7350 / Fax 860-774-1308 [www.nddh.org](http://www.nddh.org)

## Itinerant MOU Checklist:

The following items are required before Itinerant MOU approval:

- Completed Itinerant Food Vending Application
- Floor Plan of the truck
- Schematics on all equipment in the truck
- Menu
- Copy of recent water test (if using private well) or copy of water bill (if using Public Water)
- Location of wastewater/grease disposal
- CFPM Certificates (*for Class 2, 3, & 4*)
- Copy of most recent Food Service Inspection from base of operations Health Department
- Provide a list of event dates, times, and locations in our district (*Brooklyn, Canterbury, Eastford, Hampton, Killingly, Plainfield, Pomfret, Putnam, Thompson, Sterling, Union, and Woodstock*)
- Check with Zoning for each Town (*Some require vending permits*)
- Check with (*base of operations*) town Fire Marshall for ventilation & gas hookup inspection
- Check with local town ordinances for their regulations pertaining to local zoning laws pertaining to the selling of goods
- All equipment must be NSF/ANSI food grade material and meet the requirements of the CT Public Health Code
- Soft serve ice cream vendors also need to be licensed through Department of Consumer Protection (DCP)

Once all items listed above are submitted to NDDH an inspector will call or follow up via email.