

Serving the
Townships of

Canteen
Cahokia Heights
East St. Louis
Stites

East Side Health District

Administrative Offices
650 N 20th Street
East St Louis, IL 62205
(618) 271-8722
Fax: (618) 271-0754

Members of Board

Mark Kern
Vanessa Chapman
Ricky Eastern, Sr.
Sally Rodriquez
Curtis McCall, Jr.

Attorney
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Commissary Agreement

(Only for Mobile Units Complete this form)

A commissary is a base of operations for all mobile units and pushcarts. Each vehicle is required to operate from an approved commissary. Each vehicle must report **daily** to the commissary for food preparation, supplies, cleaning and servicing operations. All commissaries are required to have a current food establishment permit. This commissary agreement must be updated annually.

I agree to report daily to the commissary listed below. The facility will be providing the following **services**. **(Circle all that apply)**

Fresh water supply

Food storage

Vehicle cleaning facilities

Chemical storage

Waste water disposal

Ware-washing equipment

Food preparation

Garbage disposal

Owner's Name: _____

Business Name: _____

Business Address: _____

Signature: _____ Date: _____

Commissary Information (MUST BE FILLED OUT BY COMMISSARY AND ATTACHED A COPY OF PERMIT)

Commissary Name: _____ Title: _____

Commissary Owner: _____

Address: _____

Phone Number: _____

Signature: _____ Date: _____

Provide a copy of Commissary's permit and recent inspections report must be attached if not in East Side Health District: **(CHECK yes or no)** Yes _____ No _____

(ESHD Staff only below this line)

Agreement approved: **(CHECK yes or no)** Yes _____ No _____

Food Control Representative Signature: _____ Date: _____

(Please see back for Commissary Agreement Rules)

East Side Health District Commissary Agreement Rules

A commissary is kitchen that acts as a basis of operations for food trucks/mobile units, pushcarts, temporary event, or outside catering business.

All commissaries are required to have a current food establishment permit and being in good standing. **This commissary agreement must be updated yearly.**

A commissary is only allowed to be used for **one individual food vendor** for food preparation, supplies, cleaning and serving operations unless you use a shared kitchen where space can be rented by the hour, or on a more permanent basis, for food storage, preparation, and cooking. Commissary kitchens are fully licensed commercial kitchens that comply with all relevant food safety standards and are regulated and inspected by the local health department.

All commissary agreements will be verified with each permitted food establishment offering their services upon submission of East Side Health District's Commissary Agreement Form to the Environmental Health Department.

Sincerely,



Brian Wells, BS LEHP
Director of Environmental Health
East Side Health District
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