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## Food Truck Events

Food truck events have become more popular in our area. In order to ensure that safe food is being served Food Truck operators are required to provide information for the events they will be attending in St. Clair County. It may be necessary to obtain a *permit with the St. Clair County Health Department*. The local municipality may require registration with them in addition to the Health Department Permit. The following items are required to be submitted to the St. Clair County Health Department **BEFORE** each food truck or mobile food unit may provide food or drinks to the public. Information should be received by the St. Clair County Health Department at **least two weeks prior to the date of the event.**

**REQUIRED DOCUMENTATION (TWO WEEKS PRIOR TO EVENT):**

1. A minimum of one **Certified Food Manager Certificate** (i.e. Serve Safe) must be provided. Any other employees of the Food Truck must have at least a Food Handlers License.
2. Commissary Information; Address, and **the most recent inspection form** from their local health department.
3. The **most recent inspection form** for the truck from their local health department.
4. A **menu** of items to be served at the event.
5. **Determining if a permit with the St. Clair County Health Department must be obtained:** There are a number of permits available depending on the frequency of events the Food Truck is participating in within the county. **A single day event:** each establishment will need to provide the information detailed above, but no permit will be issued and no fee will be charged. **A Temporary Event** permit is required for events lasting 3-14 days; a **Seasonal** permit for establishments in operation 6 months or less within the county, or a full year permit).

An application for a permit can be obtained by going to the St. Clair County Health Department website: Environmental Programs- Food Safety- Food Service Establishments- Retail Food Establishment Permit Application or Temporary Food Permit Application. Permit applications may also be obtained in person, please visit us at 19 Public Square, Suite 150. Belleville, Illinois 62220, during the operational hours of 8 AM to 4 PM, Monday through Friday. Any questions may be directed to the St. Clair County Health Department, Environmental Health Division by calling 618-233-7769.