

Pre-inspection Unit Checklist: Check all these items before taking unit to inspection site.

List for unrestricted, conventional units:

Are walls and ceilings smooth, washable, easy to clean and light-colored?
Are walls, ceilings, and floors in good repair?
Are they clean?

Is all equipment washable, easy-to-clean and in good repair?
Is the refrigerator clean?
Is the cooking equipment clean?
Are the floors in the cabinets clean?

Does the vent hood extend beyond the cooking surfaces?
Does the hood have a canopy?
Is it a stainless steel commercial hood?
Are the filters baffle-type and easy-to clean?
Are they removable?
Does the vent hood fan pull air?
Are the filters installed at an angle between 45 degrees and vertical?
Is there a drain and removable catch-pan at bottom back edge of vent hood?
If the roof attachment has a drain on the side, does it have a drain pipe attached which extends down side/back of unit? Is there a catch-pan at the bottom of it?

If unit has a 2-compartment sink, is the clean water tank at least 30 gallons?
Is the waste-water tank at least 15% bigger than the clean water tank?
(to calculate capacity in gallons: multiply length x width x depth in inches. Divide by 231.)
Are water tanks accessible for measurement by inspector? (If not, you will need to bring potable water tank full and stoppers for compartment sink, so that capacity can be calculated by filling sink. In case of waste water tank you will also need to bring extra water to show tank is 15% bigger than your potable water tank.)

Is the clean water tank inlet located outside unit and away from waste-water tank outlet?
Does it have a cap?

Does the waste-water tank have a vent which comes from the top (or side near top) of the tank itself?
Does the pipe extend to above level of sinks?
Does it vent outside?
Is the waste-water tank valve at least as big in diameter as the plumbing under sink? (1 and 1/2 or 2 inch diameter)
Do the waste-water tank and valve retain water? If leaky, repair or replace it.

Does the water pump work?
Does the water heater produce hot water at sinks?
Do the lights work?
Do you need a generator to make these things work for the inspection?
Is your unit's electrical plug compatible with the generator?

Are the windows screened?
Is there an attached, covered garbage container?

Is your business name on at least 2 sides of the unit?
Are the letters at least 3 inches tall?

Is the unit free of pests?

Fire Dept.:

Have the cooking equipment been inspected by licensed company and do you have the receipt?
Do you have a secured fire extinguisher with inspection tag?
Is the extinguisher at least 3A40BC (conventional units using propane)? (2A10BC in the case of units not using propane)
If you plan to deep-fry, do you have a type K extinguisher?
If you have a fixed operation location, do you have a site plan showing streets adjacent to property?
Do you have no smoking signs in English and Spanish near the propane tank?

Note: a 2A10BC fire extinguisher is required by the Fire Dept. for units which do not use propane.

Required Documents:

Notarized Restroom and Property letters (if operate at a location for > 1 hr per day)
Driver license, Proof of Insurance
State Sales Tax Permit
Paid invoice for LP Gas permit and receipt from gas equipment inspection
Money Order for \$16.50
Route List
Menu Disclosure (New units and new owners only)