



Hapeville Fire Department

Mobile Food Vendor (Food Truck) Pre Inspection Checklist

(Must be completed prior to inspection)

This checklist is provided to help you meet fire and life safety requirements before your inspection. Failure to comply may result in denial of operation.

VENDOR INFORMATION

Business Name: _____
Truck/Trailer Name: _____
Owner/Operator: _____
Phone: _____
Email: _____

VEHICLE INFORMATION

- ☐ Food Truck
- ☐ Food Trailer
- ☐ Temporary Vendor
- License Plate: _____
- ☐ Current Health Department (Food Health) Certificate

FIRE & LIFE SAFETY REQUIREMENTS

1. Fire Extinguishers

- ☐ Minimum **2A:40BC (ABC Extinguisher)** fire extinguisher present, easily accessible and mounted with the head of the extinguisher between 3 feet to 5 feet from the floor.
- ☐ **Current inspection fire extinguisher tag (within 1 year)**
- ☐ **Class K extinguisher present** (REQUIRED if cooking with grease)
- ☐ Class K extinguisher properly mounted and easily accessible

2. Fire Suppression System (If Applicable)

- ☐ System installed (if cooking equipment requires it)
 - ☐ **System inspected annually**
 - ☐ Manual pull station accessible
 - ☐ **Fuel shutoff activates automatically with system**
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3. Cooking Equipment & Hood System

- ☐ Cooking appliances are secured
- ☐ Hood system is **clean and free of grease buildup**
- ☐ Filters installed and in good condition
- ☐ Suppression nozzles not blocked
- ☐ **No excessive grease accumulation**

REQUIRED MAINTENANCE:

- Hood system cleaning:
 - ☐ Every 6 months (normal use)
 - ☐ Every 3 months (heavy grease cooking)
 - Suppression system serviced **annually**
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4. Propane / Gas System

- ☐ Cylinders secured **upright**
 - ☐ Cylinders protected from damage
 - ☐ Cylinders located **outside cooking area** (when applicable)
 - ☐ Hoses in good condition (no cracks/damage)
 - ☐ Regulators in good condition
 - ☐ Shutoff valves accessible
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5. Electrical & Generator Safety

- ☐ Wiring in good condition
 - ☐ **No exposed wiring**
 - ☐ Generator properly positioned
 - ☐ Generator is at least **10 feet from structures**
 - ☐ Exhaust directed **away from public**
 - ☐ No overloaded circuits
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6. Gas & Carbon Monoxide Detection

- ☐ **CO (Carbon Monoxide) detector installed**
 - ☐ **LP (Liquified Petroleum) gas detector installed**
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7. General Safety

- ☐ No grease buildup on surfaces
 - ☐ Combustible waste stored properly
 - ☐ Adequate ventilation provided
 - ☐ Emergency exits are clear and accessible
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8. Clearance & Separation Requirements

- ☐ Minimum **10 feet from buildings**
- ☐ Minimum **10 feet from other food trucks/vendors**
- ☐ Minimum **10 feet from combustible materials**
- ☐ Public access areas are clear and safe

COMMON REASONS FOR FAILURE

- Expired fire extinguisher tag / No fire extinguisher
- No Class K extinguisher (grease cooking)
- Dirty hood system / grease buildup
- No proof of suppression system inspection
- Generator too close to structure
- Missing CO or gas detector
- Propane cylinders unsecured or damaged

FINAL SELF-CHECK

Before your inspection, confirm:

- ☐ All equipment is clean and in working order
- ☐ All required inspections are current
- ☐ All safety equipment is installed and accessible
- ☐ All clearance requirements are met

SIGNATURES

I certify that the above information is accurate and that my unit meets these requirements:

Name: _____

Signature: _____

Date: _____