



Washington State Association of Fire Marshals Mobile Food Preparation Vehicle Inspection Program v05-10-2024

Program Guidelines Participating Fire Agencies

Permits Food trucks require a permit under 2021 IFC 105.5.32 and 319. Local agencies will issue and enforce their own permits. Food trucks may not operate in a jurisdiction without a valid permit issued by the jurisdiction.

Inspections Agencies use the [WSAFM Food Truck Inspection Checklist](#). [Participating agencies](#) do not have to offer their own inspections, they do agree to honor conforming inspections performed by others. The checklist is available in multiple languages and the English version also has a fillable pdf, all available for [download](#). Agencies may add requirements specific to their jurisdiction and agree not to “go below” the requirements of the statewide checklist. Food truck operators must maintain a copy of the most recent inspection in their vehicle for review by the inspector.

WSAFM Inspection Stickers are optional and provide quick visual information for fire inspectors. Inspectors fill out jurisdiction name and inspection date. Food truck operators display the sticker on the passenger side of the vehicle, for example on a glass window, or by the hatch, or below the sideview mirror. Subsequent stickers will be applied over the previous year’s sticker. Contact wsafm@wsafm.com for additional stickers (no charge).

Conforming Inspections Accepted As part of the permit issuance process, participating jurisdictions will accept a conforming inspection completed by another participating jurisdiction, if that inspection was passed within the last 12 months. Participating jurisdictions may provide additional inspections over the course of the year.

Permit Fees Participating agencies are encouraged to evaluate a discount on their food truck permit fee, when they accept an inspection performed by another jurisdiction in lieu of performing their own inspection. Fees are established locally, based on local conditions and direction from local ordinances and governing bodies. Discounts may not be appropriate or possible in all cases.

Procedures When Permit Renewal Dates are Different Than Inspection Renewal Dates Participating jurisdictions that wish to issue 12 month permits, as opposed to permits that expire 12 months from the date the conforming inspection was provided, may do so by adding language that makes their permit valid only as long as the truck operator has passed a conforming inspection within the past 12 months.

Example

- ABC Food Truck passes a conforming inspection in Seattle in December 2023.
- ABC Food Truck obtains a new permit from Wenatchee Fire Department in April 2024 based on the December 2023 Seattle inspection. Wenatchee issues the permit for 12 months through April 2025. The Wenatchee permit face would state: *“This permit expires 12 months after issuance OR 366 days after the most recent WSAFM Food Truck Inspection was passed, whichever is sooner. It is the responsibility of the permit holder to maintain current inspections. Inspection documentation must be kept in the food truck for review by the fire department inspector.”*

Rationale: For some agencies it may be burdensome to issue permits that have non-standard expiration periods. This approach allows agencies to issue 12 month permits by making the permit contingent on the truck maintaining a current annual inspection from a participating jurisdiction.

Information Sharing

1. Participating agencies agree to provide their agency’s contact information for food truck inspections/permitting to WSAFM, and to update that information each year when requested by WSAFM. This will facilitate communication between agencies when needed for enforcement.
2. Participating agencies agree to notify WSAFM if they revoke permits for cause, so that WSAFM may share that information with other participating agencies for awareness.