DANIEL P. McCOY
County Executive

JAMES CRUCETTI, MD, MPH
Commissioner of Health

DEPARTMENT OF HEALTH
COUNTY OF ALBANY
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ALBANY, NEW YORK 12202

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ALBANY COUNTY HEALTH FACILITY
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MARIBETH MILLER, BSN, MS
Assistant Commissioner for Public Health

PATRICIA J. SNYDER, MBA
Assistant Commissioner for Finance
and Administration

MOBILE VENDOR / PUSH CART INSTRUCTIONS

Dear Mobile Vendor Operator:

In order to apply for a permit to operate, please arrange an inspection of your food service vehicle/pushcart by phoning (518) 447-4625 after March 1st.

Our inspection cannot be performed unless your vehicle/pushcart is in operational condition.

All inspections will be performed at the Department's Parking Lot, S. Ferry and Green Streets, Albany: Inspections are available on these days only by appointment.

Mon. & Weds.: morning 10am-11:30am / afternoon 1pm-3:30pm

Tuesday: mornings only.

MOBILE VENDOR REQUIREMENTS ON DATE OF INSPECTION

1. Completed Mobile Vendor Application.

2. Commissary Letter(s).

4. Menu of items being served.

5. Fee Due: $ 250.00 (additional $ 25.00 if frozen dessert required)

6. You must provide CERTIFICATE proof of employee insurance:
   Workers' Compensation & Disability Benefit Insurance -or-
   NYS WCB form CE-200: Certificate of Attestation of Exemption.

NO PERMIT WILL BE ISSUED WITHOUT THE CERTIFICATE(S) OF INSURANCE