



City of Longview Environmental Health Services Division

P.O. Box 1952 Longview, TX 75606; Walk-in Location: 410 S. High Street (8am-5pm Mon. thru Fri)
 Phone 903-237-1285 Fax 903-237-1289

LongviewTexas.gov/FoodService

Mobile Food Unit Itinerary Sheet

All City of Longview Mobile Food Vendors are required to submit and maintain a current itinerary sheet detailing all vending locations, hours of operations at these locations and Commissary/Central Preparation Facility (CPF) service visits. If any changes are to be made regarding the itinerary on file (i.e. changes to vending locations, times, or commissary visits) then an updated itinerary must be submitted to this department 48 hours prior to enactment of the changes. **Failure to maintain a current and valid itinerary with this department MAY result in permit suspension and/or legal charges being filed.**

Mobile Vending Unit Name (**print**): _____

Owner's Name (**print**): _____

Owner's Contact Phone Number: _____

Itinerary Valid from the Following Dates: _____ to _____ Page: _____ of _____

List prepared or pre-packaged food served: _____

Vending Location Address	Days at This Location (circle all that apply)	Start Time	Stop Time
	Sun. Mon. Tues. Wed. Thu. Fri. Sat.	AM PM	AM PM
	Sun. Mon. Tues. Wed. Thu. Fri. Sat.	AM PM	AM PM
	Sun. Mon. Tues. Wed. Thu. Fri. Sat.	AM PM	AM PM
	Sun. Mon. Tues. Wed. Thu. Fri. Sat.	AM PM	AM PM
	Sun. Mon. Tues. Wed. Thu. Fri. Sat.	AM PM	AM PM
	Sun. Mon. Tues. Wed. Thu. Fri. Sat.	AM PM	AM PM
	Sun. Mon. Tues. Wed. Thu. Fri. Sat.	AM PM	AM PM
Commissary or CPF Service Visit	Sun. Mon. Tues. Wed. Thu. Fri. Sat.	AM PM	AM PM
Commissary or CPF Service Visit	Sun. Mon. Tues. Wed. Thu. Fri. Sat.	AM PM	AM PM

(Please submit additional itinerary pages if needed.)

 Owner/Responsible Party Signature

 Printed Name

 Date