CITY OF LONG BEACH

Business Services Bureau
411 W. Ocean Blvd., Long Beach, CA 90802
(562) 570-6211 or LBBIZ@longbeach.gov

Microenterprise Home Kitchen Operation (MEHKO) Application Support Form

To apply for a business license, you must submit both this Microenterprise Home Kitchen Operation (MEHKO) Application Support Form and the General Business License Application. Please complete and submit both forms.

Applicant Information

Owner/Entity Name:

Last Name (Sole Proprietorship Only)

First Name (Sole Proprietorship Only)

Business Name (DBA):

Business Address:

Type of Dwelling: ☐ Single-family ☐ Apartment ☐ Condominium ☐ Other _____

Check this box if you will be using this MEHKO as a commissary for an approved Compact Mobile Food Operation (CMFO), such as a sidewalk vendor. ☐

MEHKO hours of Operation:

Will you be serving food on-site? ☐ No ☐ Yes

Will you have employees working in your MEHKO kitchen? ☐ No ☐ Yes If yes, how many? _____

Expected Meals per day (max 30) : _____

Expected Meals per week (max 90): _____

Describe the meals you are planning to serve (i.e. main dishes, side dishes, appetizers, desserts, beverages or baked goods):

Do you have a Long Beach Health Permit? ☐ No ☐ Yes If Yes, provide Health Permit #: _____

(not required before applying for a business license, but it is encouraged to contact Environmental Health Services early in your business development process)

Submit the application by email or in person, along with the following required supporting documents:

- Seller's permit issued by the California Department of Tax and Fee Administration (CDTFA).
- Home Occupation Standard Rules of Operation – form required by the Planning Bureau.

Submit application:

- By email: LBBIZ@longbeach.gov
- In-Person: Long Beach City Hall, 411 W. Ocean Blvd, 2nd Floor, Long Beach, CA 90802

What Happens After You Submit:

Once you submit your application, it will be sent to the following City agencies for review:

- Planning Bureau - 562.570.6194
- Environmental Health Services Bureau - 562.570.4132

A business license will only be issued after all required approvals are received and all fees are paid in full.

OFFICE USE ONLY: Business License # | Staff: | Date:

For information about Long Beach Health Department Permits, contact the Bureau of Environmental Health at: EnvironmentalHealth@longbeach.gov or 562.570.4132.

Revised on May 27, 2026

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General Requirements	Initial
I understand that I cannot operate without a valid public health permit from the Department of Health and Human Services, as well as a Business License and the required MEHKO accessory permit from the Financial Management Department.	
I understand that as a MEHKO operator, I am required to obtain approval from my landlord or property owner before operating a MEHKO out of my residence. I hereby attest that I have received permission from my landlord/property owner to conduct MEHKO activities at my home.	
I understand that I must comply with all applicable federal, state, and local regulations, including but not limited to, the Health and Safety Code, Long Beach Municipal Code, Fire Code, Building Code, and any applicable Zoning or Land Use Ordinances.	
I understand that only one MEHKO permit may be issued per home address.	
I understand that I am allowed one full-time employee (40 hours per week) or multiple employees whose combined hours do not exceed 40 hours per week.	
I understand that I may not offer alcohol sales or consumption in the City of Long Beach.	
I understand that MEHKO operations are only allowed between 7 a.m. and 10 p.m., subject to any time restrictions imposed by an HOA, or conditions as applicable from any other City issued permit.	
I understand that I must prevent loitering in and around the MEHKO area during and after business hours, and that I must keep the area clean every day.	
I understand that all food must be prepared, cooked, and served on the same day in my home kitchen.	
I understand that I may not serve more than 30 meals per day or more than 90 meals per week, and that I may not sell individual items that are not considered a meal.	
I understand that the MEHKO cannot make more than $100,000 in verified annual sales (adjusted for inflation) and that I must keep sales records and provide them to the City within 10 days if requested.	
I understand that I may only sell food directly to customers and cannot sell to wholesalers, caterers, or retailers, and that the MEHKO may not operate as a catering business or be registered as a Cottage Food Operation.	
I understand that no more than five customers may line up onsite and that lines may not extend onto public sidewalks or streets.	
I understand that food may not be served in the front yard.	
I understand that food can be eaten onsite, picked up, or delivered only by me, a family member, employee or household member, and that third-party delivery services or applications are not allowed (such as Uber Eats, Postmates, Grubhub, DoorDash, etc.)	
I understand that my MEHKO must not create odors, fumes, or emissions detectable beyond my property line.	
I understand that I must adhere to the City noise rules and regulations set forth in Chapter 8.80 of the Long Beach Municipal Code.	
I understand that I must follow the Long Beach Utilities rules to keep fats, oils, and grease out of the sewer and storm drains, as required by Chapter 8.46 of the Long Beach Municipal Code.	

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General Requirements	Initial
I understand that all ads must include the Health Department name, my permit number, and the phrase "Made in a Home Kitchen," and cannot use the word "catering" or any version thereof. I also understand that signs or outdoor ads for my MEHKO are not allowed anywhere on the property.	
I understand that all MEHKO food preparation, packaging, and handling must be kept separate from normal household activities such as family cooking, entertaining guests, or dishwashing.	
I understand that, other than service animals as defined by federal regulations, all animals must be kept out of the kitchen and dining areas during food preparation and service.	
I understand that food prepared in the MEHKO may be served from an approved Compact Mobile Food Operation (CMFO) only if I am the same person who holds the MEHKO permit, as required by the California Health and Safety Code.	
I understand that a MEHKO can support up to two CMFOs that I own, but only if the MEHKO is evaluated and approved to handle the food preparation, storage, and cleaning needs of those CMFOs under the California Health & Safety Code, and only if the City allows it. This evaluation can be done during my initial application. If I want to add CMFOs later, I must pay a review fee and get a separate CMFO health permit from Environmental Health. Each CMFO also needs its own business license, separate from the MEHKO permit (more information at longbeach.gov/sidewalkvending).	
I understand that if I operate a MEHKO with an approved CMFO, I may serve no more than 80 meals per day and no more than 200 meals per week, and that (unless otherwise allowed) my combined operation cannot exceed $150,000 in verified annual gross sales, adjusted for inflation.	
I understand that I must have a charged ten-BC fire extinguisher for grease fires easily available at all times. I also understand that a first aid kit must always be kept in an easy-to-reach place.	
I understand that a MEHKO is subject to one routine inspection per year as specified in the California Health and Safety Code, and that additional inspections may occur if there is a complaint received or emergency, and that if violations are found, and additional investigations are required to ensure compliance, I will be responsible for reimbursing the City for all associated enforcement costs.	
I understand that violating any part of the California Health and Safety Code or Municipal Code is unlawful, that each day a violation continues is a separate offense and violations may result in infractions, misdemeanors, or civil violations subject to administrative penalties.	
I understand that conditions that threaten public health, safety, or welfare may be declared a public nuisance, and the City can require them to be stopped immediately or through a court order.	
I understand that I am responsible for reimbursing the City for reasonable costs associated with excessive enforcement, as well as any other recoverable inspection, investigation, abatement, or legal costs arising from my operations. For purposes of this acknowledgment, excessive enforcement means a third on-site visit or inspection by any City department following two prior on-site visits or inspections—by any combination of departments—in which violations were identified.	
I understand that if a violation involves property conditions, land use, nuisance activities, parking, noise, waste disposal, or protection of public infrastructure, the City may issue notice to both myself and the property owner. If either party fails to correct the violation within the required timeframe, the City may take enforcement action against one or both parties.	

SIGNED AGREEMENT:

A. I, the undersigned, acknowledge that:

1. I am responsible to comply with the information, restrictions, and conditions of the Microenterprise Home Kitchen License and Permit when issued.
2. I have read and acknowledge the provisions of Chapter 5.35 of the Long Beach Municipal Code (LBMC) and hereby acknowledge responsibility for penalties associated with non-compliance of Chapter 5.35, whether or not I am present at the time of the violation.

B. I certify that:

I will comply with all applicable local, state, and federal laws (including those referenced on pages 2 and 3 of this application), and hereby certify under penalty of perjury that the information provided on this application is true and correct to the best of my knowledge and ability.

Signature: _____ Date: _____

Printed Name:_____