



Food Act 2008 Temporary Food Business Registration / Notification

Please tick one of the following

- Registered food business.
 Charitable/Community based Organisation

**It is an offence under the Food Act 2008 to conduct a temporary food business without approval from the relevant enforcement agency.*

Applicant Details:

Van/ Stall name: _____

Name: _____

ABN: _____

Address: _____

Suburb: _____ Post code: _____

Telephone: H _____ W _____ M _____

Email: _____ Fax: _____

Name of Organisation: _____

Proposed date(s) of the stall: _____

Event Name: _____

Proposed Location of Stall: _____

Food stall structure

Please indicate the stall structure:

- Marquee (enclosed on 3 sides) Food van
 Trestle table * (open at sides) Other**

* Trestle table structures will only be approved where no food preparation is occurring and food is sufficiently protected from contamination.

** Please provide details: _____

Temperature control methods

Hot food must be kept above 60°C, cold foods to be kept below 5°C. All stallholders to have a thermometer on-site.

Hot foods (e.g. bain marie, oven): _____

Cold foods (e.g. fridge, esky with ice bricks): _____

Detailed description of all items to be sold at the stall

Food preparation at premises other than at the proposed stall

Food prepared in premises outside of the City of Subiaco require a copy of the Food Business Registration Certificate;

Types of food to be prepared at other premises: _____

Is food cooked and cooled before being transported to the stall? Yes No

Is food transported to the stall in a refrigerator or cooler? Yes No

Is food preparation occurring on site? Yes No

Address of registered premises _____

Suburb: _____ Post code: _____

Local government approval issued by:

Food van approvals

All food vans are required to be approved by the local government in which the van is normally garaged.

Address where the van is garaged: _____

Suburb: _____ Post code: _____

Water supply

Where is your potable water is supplied from?

Power / gas supply

Where is your power / gas is supplied from?

Waste water

Where do you intend to dispose of waste water?

Food safety

Does your organisation have a current food safety program? Yes No

If yes, please provide a copy:

What measures will be taken to ensure adequate temperature control? _____

What measures will be taken to prevent food contamination? (i.e. transport, preparation, display)

Stall layout

Please submit a diagram detailing the following items:

- Hand washing facilities
- Benches
- Servery equipment
- Cooking equipment
- Food preparation area
- Food storage area

To enable us to approve your stall please ensure that this application is completed in full and returned to the city's health services at least two weeks prior to the proposed date.

Signature of applicant: _____ Date: _____

OFFICE USE ONLY		
Application:	<input type="checkbox"/> Approved	<input type="checkbox"/> Not approved
_____	Date:	_____
Authorised Officer		

	Officer Initial	Date
• Temporary notification fee paid	_____	_____
• Letter from charity (if applicable)	_____	_____
• Labels attached (if applicable)	_____	_____
• Stall diagram attached	_____	_____
• Copy Food Business Registration Cert (if applicable)	_____	_____

Administration Centre: 241 Rokeby Road, SUBIACO WA 6008 **Postal address:** PO Box 270, SUBIACO WA 6904
Phone: (08) 9237 9222 **Fax:** (08) 9237 9200 **Email:** city@subiaco.wa.gov.au **Website:** www.subiaco.wa.gov.au