

# Application for Approval to Operate a Temporary Food Stall



## APPLICANT AND BUSINESS DETAILS

Business trading name		
ABN or (ACN)		
Business address		
Applicant name		
Phone number		
E-mail		
Charitable/Community Organisation	<input type="checkbox"/> YES	<input type="checkbox"/> NO

## EVENT DETAILS

Name of event	
Location of event	
Date/s of event	
Start and finish times	

## TYPE OF STALL

<input type="checkbox"/> Temporary stall (e.g. marquee/trestle table)		
<input type="checkbox"/> Mobile food van/trailer	Vehicle make and model	
	Registration number	
	Address where vehicle is garaged	

## DESCRIPTION OF FOOD PRODUCTS TO BE SOLD

<input type="checkbox"/> Ready-to-eat hot meals (e.g. kebabs, curries, pastas) <input type="checkbox"/> BBQ/Sausage sizzles, burgers (cooked on site) <input type="checkbox"/> Meat pies, sausage rolls and hotdogs (reheated) <input type="checkbox"/> Sandwiches/rolls	<input type="checkbox"/> Processed meat products (e.g. salami) <input type="checkbox"/> Raw fruits and vegetables <input type="checkbox"/> Processed fruits and vegetables (e.g. fruit salads, cut produce, juices, prepared salads) <input type="checkbox"/> Raw meat, poultry or seafood	<input type="checkbox"/> Dairy products <input type="checkbox"/> Fresh eggs or egg products <input type="checkbox"/> Infant or baby foods <input type="checkbox"/> Frozen foods <input type="checkbox"/> Bread, cakes and cookies <input type="checkbox"/> Confectionery
Other(s) please specify:		

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## FOOD PREPARATION AND STORAGE

<input type="checkbox"/>	Food preparation undertaken on site (within the stall)
<input type="checkbox"/>	Food is stored or pre-prepared at an approved food business (attach current registration certificate and last inspection report from local government)
<input type="checkbox"/>	Food is stored and pre-prepared at an approved residential kitchen (attach current registration certificate and last inspection report from local government)
<input type="checkbox"/>	Charitable /community organisation storing and preparing low risk food at home (e.g. cakes, biscuits)
<input type="checkbox"/>	Other(s) please specify:

## FOOD TRANSPORT DETAILS

<input type="checkbox"/> Refrigerated food vehicle	<input type="checkbox"/> Esky with ice/ice packs	<input type="checkbox"/> Portable hotbox/insulated bags
<input type="checkbox"/> Other(s) please specify:		

## CHECKLIST OF ATTACHMENTS TO BE SUBMITTED WITH APPLICATION (PLEASE TICK)

Certificate of Incorporated Association (charitable) / Letter (community organisations)	<input type="checkbox"/>
Public Liability Insurance – Certificate of Currency with a minimum cover of \$20m (which covers the date/s of the event) Note – not required to be provided with your application to the City of Subiaco when operating on privately owned land	<input type="checkbox"/>
Certificate of Registration of a Food Business (obtained from the local authority where the food business is registered)	<input type="checkbox"/>
Copy of last food inspection report issued by your required local government health department	<input type="checkbox"/>
Food Safety Training Certificate of all food handlers	<input type="checkbox"/>
Proposed menu/standard recipes	<input type="checkbox"/>
Stall layout (i.e. floor plan and photos) including: <ul style="list-style-type: none"> <li>• Hand washing facilities</li> <li>• Utensil washing facilities</li> <li>• Heating and cooking equipment (e.g. hot plate, grill, oven)</li> <li>• Food display equipment (e.g. Bain Marie, refrigerated cabinets, food display cabinets)</li> <li>• Food storage equipment (e.g. fridge, freezer, esky with ice)</li> <li>• Preparation and display tables</li> <li>• Waste disposal facilities (e.g. bins, waste water, oil)</li> <li>• Power source (e.g. generator or mains)</li> </ul>	<input type="checkbox"/>

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I declare that all information contained in this form and any supporting documents attached are true and correct.

Signature

Full Name

Date

This form must be completed in full. Once complete application is approved, associated fees will be invoiced.  
**APPLICATIONS MUST BE SUBMITTED A MINIMUM OF 10 BUSINESS DAYS PRIOR TO THE EVENT. LATE APPLICATIONS WILL NOT BE APPROVED.**