

Temporary Food Stall Application

FOOD ACT 2008

APPLICATIONS MUST BE RECEIVED AT LEAST 7 DAYS PRIOR TO THE EVENT



APPLICANT:

Registered Business Name: _____

ABN: _____ ACN (if applicable): _____

Organisation / Sole Trader (trading name): _____

Contact Person: _____

Business / Postal Address: _____ Post Code: _____

Phone (Work): _____ (Home): _____ (Mobile): _____

Email: _____ Fax: _____

APPLICATION TYPE:

Stall operated by a Shire of Manjimup Registered food business	No Fee
Stall operated by a not-for-profit community group	No Fee
Stall operated by a food business registered at another Local Government <i>(Please submit a copy of your Food Business Registration Certificate)</i>	\$40.00

EVENT DETAILS:

Event Name: _____

Location of event: _____

Trading date(s): _____

Trading times: _____ to _____

FOOD HANDLING ACTIVITY:

Provide a brief description of the main food products to be sold *(or attach menu)*

Please tick all that apply:

- | | | |
|---|---|---|
| <input type="checkbox"/> Meat pies, sausage rolls or hot dogs | <input type="checkbox"/> Dairy products | <input type="checkbox"/> Soft drinks/juices |
| <input type="checkbox"/> Raw meat, poultry or seafood | <input type="checkbox"/> Processed fruit/vegetables | <input type="checkbox"/> Sandwiches or rolls |
| <input type="checkbox"/> Processed meat, poultry or seafood | <input type="checkbox"/> Bread, pastries or cakes | <input type="checkbox"/> Frozen meals |
| <input type="checkbox"/> Fermented meat products | <input type="checkbox"/> Confectionery | <input type="checkbox"/> Raw fruit and vegetables |
| | <input type="checkbox"/> Infant or baby foods | |
| | <input type="checkbox"/> Prepared salad | |
| | <input type="checkbox"/> Egg or egg products | |

Other _____

Is proposed food to be:

Y/N	Prepared by or in conjunction with an approved food premises? <i>(If yes, please provide the trading name, address and contact person)</i>	
Y/N	Prepared in a residential kitchen? <i>(If yes, please provide of which food types and the address)</i>	
Y/N	Packaged prior to sale? <i>(If yes, please attach a copy of your labels. If your food is packaged prior to sale, it must comply with the Food Standards Australia New Zealand Food Standards Code labelling requirements)</i>	

How are you keeping cold foods cold (<5°C) hot foods hot (> 60°C)?

Cold Storage	<input type="checkbox"/> Esky with ice	<input type="checkbox"/> Domestic refrigeration	<input type="checkbox"/> Hired cool room	
Hot Storage	<input type="checkbox"/> Insulated boxes	<input type="checkbox"/> Bain Marie	<input type="checkbox"/> BBQ	<input type="checkbox"/> Other <i>(provide details)</i>
Transportation	Provide details			

What food safety training have you or your staff completed?

DETAILS OF FOOD STALL:

- Type of stall
- Trailer / Van / Truck *(Please provide rego number)*
 - Enclosed Marquee
 - Roof only *(shade sail or similar)*

Please provide details of your onsite equipment:

Hand washing facility	(e.g. Container of potable water with a tap, hand soap, paper towels and bucket to collect waste water)
Utensil washing facility	(e.g. Container of potable water with a tap, detergent and separate container to that used for hand washing to collect wastewater)
Floor covering	(e.g. ground sheet, tarpaulin)
Power source	(e.g. generator)
Water source	(e.g. home, nearest potable water dispenser)
Waste disposal facility	(e.g. garbage bin with a tight fitting lid whilst on site and disposed of an appropriate facility after the event)
Waste water disposal facility	(e.g. nearest sewer)

Please show a proposed layout plan for your stall showing the location of the items detailed below

<input type="checkbox"/> Benches <input type="checkbox"/> Cooking equipment <input type="checkbox"/> Food storage area <input type="checkbox"/> Handwashing and cleaning facilities	<input type="checkbox"/> Service area <input type="checkbox"/> Waste disposal <input type="checkbox"/> Food preparation area <input type="checkbox"/> Flow of food from raw to cooked

SIGNATURE:

Have you gained permission of the event organiser or the adjacent business owner/proprietor?
 YES NO

I have provided all of the information required and the application fee payment.

Signature of applicant: _____ Date: _____

PLEASE NOTE: Charitable, recreational or sporting organisations are exempt if they can provide a statement as per clause 5.7(1) of the Shire of Manjimup Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law stating *“that any member does not receive any pecuniary profit from the organisation except where the member is an employee or the profit is an honorarium, and does not sublet space to, or involve commercial participants in the conduct of a stall or trading”*.

****Should your application be declined you will be notified in writing and the fee refunded.**

Office Use –

- | | |
|---|---|
| <input type="checkbox"/> Amount and date of payment | <input type="checkbox"/> Not applicable |
| <input type="checkbox"/> Site plan provided | <input type="checkbox"/> Copy of Certificate of registration provided |
| <input type="checkbox"/> Signature of EHO | <input type="checkbox"/> Date of approval |
| <input type="checkbox"/> Posted/emailed/in person | <input type="checkbox"/> Approval Number |