

Application for Food Premises at Markets and Events

made under the *Food Act 1993* and section 68 of the *Local Government Act 1993*

A1. Business Type

- Mobile Food Van registered with other Local Council.
- Market Stall - all food preparation conducted at the stall.
- Market Stall - food handled at stall and other premises (see A6).
- Renewal of Annual Approval - Approval Number

NOTE! *Mobile food business that are not registered with another shire, must complete the "Application for Food Premises Registration/Change of Details" only.*

A2. Food Type

- Low Risk Whole fruit and vegetables, low risk packaged cakes/jams/sauces.
- Medium Risk Taste samples of low risk foods, coffee, juice, soup, unpacked snacks, one-step processing, pre-packaged meat/seafood.
- High Risk Cooking, meals, sushi, hot and cold displays, multi-step processing.

A3. Application Details

Business Trading Name

Surname/s

Given Name/s

OR

Company/
Organisation

ABN

Applicants
Address

Postal
Address

Contact No.

Email

Driver Licence No

State of Issue

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A4. Mobile Food Businesses

- Each mobile food and drink outlet requires an approval;
- Mobile food and drink outlets may be required to be inspected prior to determination and
- Mobile food premises wanting to vend from private land (not at market or event) must also fill out the "Food Premises Notification/Change of Detail" form.

Vehicle Registration Number

State of Issue

Is the mobile food vehicle already registered/licensed with another Council?

Yes

If 'Yes' advise Council Approval Number

Issuing Council

No

NOTE!

Tweed Shire Council does not permit the vending from public reserves, streets and roads, unless approval has been granted by Council for a market or one-day event.

A5. Food Safety Supervisor (FSS)

A FSS certificate is required by food businesses who prepare and serve food for retail sale, that is:

- Ready-to-eat;
 - Potentially hazardous (needs temperature control) and
 - Not sold or served in the supplier's original package.
- Required – attach copy of NSW Food Authority FSS certificate with application.
- Not Required.

NOTE!

Certificate must be displayed to the public.

A6. Food Business Preparation and Handling Information

Type of foods handled

List the types of ingredients/food/drinks handled to be sold

(e.g. bacon, eggs, bread)

Intended Market or Event

Food Preparation

Is food being handled/prepared/manufactured at another premise prior to event (including the cutting of fruit, slicing of bread etc):

Yes No

If 'Yes', please provide the business registration details.

Registration/License No.

Issuing Council

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A7. How Will Food be Transported to and Stored at the Event?

Food Type	Temperature Control (e.g. cooler box with ice)	Protection of Food from Contamination (e.g. plastic wrapping, or enclosed containers)

A8. Washing Facilities

How will food handlers wash their hands? (adequate hand washing supplies, including soap, paper towels).

How will utensils and equipment be cleaned? (Describe method of cleaning and sanitation).

How will water be heated for hand washing and dish washing?

Water source?

(A minimum of 20L will be required for hand washing).

A9. Waste Storage and Removal

How will waste generated from the stall and the public be stored and disposed of? (Waste bins, wastewater disposal).

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A10. Business Layout

Please provide a diagram or photos of your Temporary food stall (from a bird's eye point of view) which show:

- The floor plan (including; hand wash facilities, wash-up facilities, food preparation benches, cold and hot storage units, floors, walls and ceilings etc.) and
- External features to include: stall structure.

NOTE! For information about construction of temporary food stalls please visit: https://www.foodauthority.nsw.gov.au/sites/default/files/Documents/retail/temp_events_guide_line.pdf

A11. Application Checklist - please provide the following documents attached to your application

- Form is complete - applications may be returned if all information is not provided.
- Copy of the NSW Food Safety Supervisor Certificate if required.
- Copy of the business registration from any other Council.
- Copy of business last inspection report (if already registered/licensed with another Council).
- Copy of diagram/photos of stall.

A12. Important Information

- The term of the approval or a temporary or mobile food business expires on 1 July of current financial year;
- All correspondence will be sent to the owner/applicant. It is important to notify Council of any change of address and/or telephone number if this occurs during the processing of the application;
- The information provided in this application is required to enable assessment by Council and any relevant state agencies;
- The obligations bound by this approval extend to food businesses operating in accordance with food safety legislation including; *Food Act 2003*, *Food Safety Standards* and associated guidelines (NSW Food Authority guidelines for temporary events). Failure to comply with the *Food Act 2003* may incur penalties or further enforcement action and
- This approval is not transferrable on sale of business.

A13. Privacy and Personal Information Protection Notice

I declare that all the information in this application is true and correct.

Some information requested by Council for this form constitutes personal information under the *Privacy and Personal Information Protection Act 1998* (NSW).

Purpose of Collection: For Council to carry out certification work for the applicant.

Intended Recipients: Council staff, Government agencies.

Supply: Legally required, Council may not be able to accept your application if information is not provided

Right of Access / Correction: Contact Council (02) 6670 2400 or email tsc@tweed.nsw.gov.au

Storage details: Tweed Shire Council, 10-14 Tumbulgum Road, Murwillumbah NSW 2484

Consequence of non-provision of information: Failure to provide correct business details is a breach of the Food Safety Standards.

Applicants Name

Date