

Temporary Food Business Permit – Application

Event	Permit No.
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Applicant Details

Organisation name:		
Contact person:		
Postal address:		
		Postcode:
Phone (work):	(home):	(mobile):
Email:	Fax:	

Temporary Food Premises

Type of premises:	<input type="checkbox"/> Food Stall <input type="checkbox"/> Food Vehicle (please attach approval from the issuing Local Government – applications will not be accepted without this approval).
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Event Details

Event name:
Address or venue:
Date(s) of event:
Times of operation:

Details of Proposed Operations

1. Please list all foods and drinks to be sold or provided:
2. Is all food pre-packaged? <input type="checkbox"/> Yes <input type="checkbox"/> No

Food Stall Structure (where applicable)

3. How do you intend to construct the stall to protect food from airborne contaminants? (describe): Roof and three sides: _____ _____
Floor covering: _____ _____

4. If food is to be pre-prepared prior to delivery to the event, where is it being prepared?
- Not applicable
- Approved food premises (please attach Food Business Approval from the issuing Local Government – **applications will not be accepted without this approval**).
- Name: _____
- Address: _____
- Residential kitchen (please attach Home Occupation Approval from the issuing Local Government – **applications will not be accepted without this approval**).
- Name: _____
- Address: _____

Food Storage

5. How will potentially hazardous and perishable foods be transported to the event? (tick applicable):
- Refrigerated food vehicle Mobile coolroom/freezer
- Heated food vehicle On-ice/in eskies
- Other (describe): _____

6. How will potentially hazardous and perishable foods be stored on-site? (tick applicable):
- Refrigerator/freezer Bain-marie
- Cooked on-demand/sold immediately On-ice/in eskies
- Other (describe): _____

Note: Cold foods must be kept below 5°C and hot food must be kept above 60°C at all times.

7. How will all unpackaged food products be stored on site to protect them from contamination?
- _____
- _____

Facilities

8. What hand-washing facility will be provided within the temporary food premises? (tick applicable):
- Purpose-built hand-wash basin with running water
- Water storage container with tap and bucket underneath to catch waste-water
- Other (describe): _____
- _____

Note: Soap and paper towels must be provided adjacent to hand-washing facility at all times.

9. What dish-washing facility will be provided within the temporary food premises? (tick applicable):
- Purpose-built hand-wash basin with running water
- Water storage container with tap and bucket underneath to catch waste-water
- Other (describe): _____
- _____

Note: Detergent and sanitiser must be made available for dish-washing at all times.

Facilities (continued)

10. Equipment (e.g. BBQ, table, bain-marie, etc.) (please list): _____

11. Water supply (for hand-washing and dish/utensil-washing):
 Self-contained
 External source (describe): _____

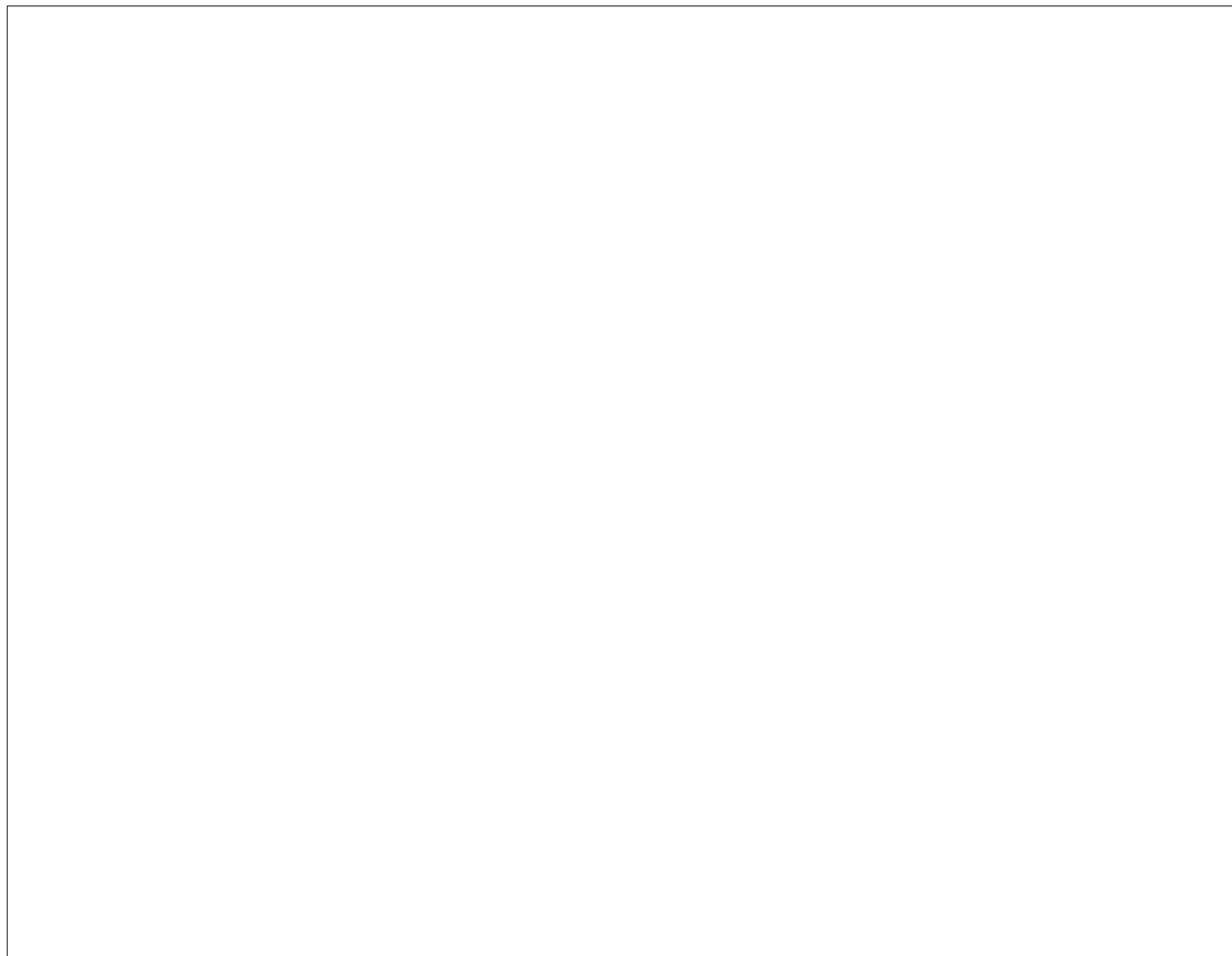
12. Waste-water disposal (for water used above):
 Self-contained
 External source (describe): _____

13. Rubbish disposal:
 Self-contained
 External source (describe): _____

14. Power supply (e.g. gas bottle, generator, mains power, etc.): _____

15. Floor plan of temporary food stall (not required for food vehicles). Please show locations of all equipment, hand-wash facility, etc.

FRONT OF STALL



16. Have you or your staff completed any food-hygiene training? Yes No
If yes, what is the name of the course and the date completed? _____

Signature

I agree to abide with the requirements of Western Australian food safety legislation and the Town of Victoria Park's Requirements for Temporary Food Businesses and Food Handlers.

Applicant's signature: _____ Date _____

NOTE: This application does not grant automatic approval. A permit will be issued if approved.

Checklist

- Have you attached your food vehicle approval? (if applicable)
- Have you attached the food premises approval? (if applicable, see Question 3)
- Have you attached your Home Occupation approval? (If applicable, see Question 3)

Fees

Please tick one:

- Are you a commercial operator? \$167.00
- Are you a charity/school/community group/not-for-profit organisation? No charge

Applies to the following circumstances:

- The food stall is set up by a charity, sporting club, school, other approved community organisation;
- The food stall is set up at a venue or reserve that has been hired from the Town of Victoria Park; and/or
- The applicant has already paid a \$66 commercial site fee for vendors operating at a Town event, as required by Town's Community Development Services.

- Are you a commercial operator at a Town-organised event? \$66.00 +GST

Payment Information

Cheques made payable to **Town of Victoria Park**. Payment can be made via the following options:

By mail: Health and Regulatory Services Town of Victoria Park Locked Bag 437 Victoria Park WA 6979	In person: Administration Centre Town of Victoria Park 99 Shepperton Rd Victoria Park WA 6100
For further information contact the Town's Health and Regulatory Services on 9311 8111	

Office use only

- Temporary food stall that IS exempt from paying the fee: No fee required
 - Temporary food stall that IS NOT exempt from paying the fee: \$167 (Receipt type: 190)
- Receipt number: _____ Date: _____

Cashier to attach a copy of the receipt to this application form and return to EHS.

- Commercial site vendor at a Council organised event: \$66 +GST (Receipt type: 191)

Please confirm the G/L account no. with Community Development.