



Application for a Temporary Food Business (including Temporary Food Stall or Food Vendor)

Application must be lodged at least 2 weeks prior to event or it may not be processed.

APPLICANT DETAILS

Name of Applicant			
Organisation			
Postal Address			
Phone (Home)		Phone (Mobile)	
Email Address			

Are you a Not for Profit, Charity or Community Group	Yes	No	
--	-----	----	--

Are you a Registered Food Business	Yes	No	
------------------------------------	-----	----	--

All Food Businesses must be registered by their local government authority (LGA), unless exempt – if the Shire of Pingelly is not your LGA please attach a copy of your Food Business Registration.

A community or charitable fundraising activity selling low risk, shelf stable food, or food which is thoroughly cooked onsite for immediate consumption (eg a BBQ) is exempt from fees.

SIGNATURE		Date	
------------------	--	------	--

NOTE: In signing this application the applicant agrees to the conditions in the checklist overleaf and any additional conditions as written below. This permit may be revoked at any time by Shire of Pingelly’s Environmental Health Officer should any condition be deemed to have been breached. Should the permit be revoked, operations are required to cease immediately.

EVENT LOCATION DETAILS

--

EVENT DATE/S & TIME/S

Date	Date	Date	Date	Date	Date
Time	Time	Time	Time	Time	Time

DETAILS OF TEMPORARY FOOD PREMISES

Food Van		BBQ		Tent		Other	
----------	--	-----	--	------	--	-------	--

Food types being sold			
-----------------------	--	--	--

€ Food prepared at a non-registered commercial food business is to be low risk type. Low risk includes biscuits, jams, cakes without cream and the like.

Food is being prepared	On site	Commercial premises	Residential premises
Food is being stored	On site	Commercial premises	Residential premises

APPROVAL

Additional conditions			
-----------------------	--	--	--

The temporary food premises as described above is approved in accordance with Food Regulations 2009. This approval has been issued is required to be displayed within the approved premises at all times.

SIGNATURE OF AUTHORISED OFFICER		Date	
--	--	------	--

Basic Checklist

TEMPORARY PREMISES	YES	NO
Will the premises and components be kept in good clean condition?		
Will the premises be at least 30m from an animal enclosure / activity?		
Will the food preparation area be roofed and adequately enclosed to stop dust?		
Will there be sufficient food handling and serving equipment?		
Will all preparation benches be smooth and impervious?		
Will an adequate power supply be provided?		
Will all power cords be tagged and made safe?		
Will there be safety barricades around hot surfaces to prevent the public from endangering themselves?		
Will there be hot water provisions with a dedicated dishwashing facility?		
Will there be procedures in place to regularly remove rubbish?		

CROSS CONTAMINATION	YES	NO
Will food be adequately protected from dust, contamination, flies, sunlight, touch etc?		
Will all sauces be served in individual squeeze type dispensers?		
Can the public access or serve themselves unprotected food?		
Will different types of food be packaged separately?		
Are disposable utensils available for the public to use?		
Will raw foods be kept separate from all other foods?		
Are separate cutting boards available for each food type?		

PERSONAL CLEANLINESS	YES	NO
Will staff/volunteers be clean and wearing clean clothing?		
Are hand washing and drying facilities available – including soap?		
Will disposable gloves be used?		
Will staff / volunteers have their hair adequately covered?		
Will wounds be covered with waterproof, coloured bandages as required?		
Will you have a liquid waste container to capture all waste water?		

LABELLING	YES	NO
Will prepared food be clearly labelled outlining ingredients used?		
**Please discuss labelling requirements with an Environmental Health Officer as required.		
How will raw and perishable food be kept at less than 5 ⁰ c? (Please note: ice and eskies are not permitted for storing food for up to 8 hours)		
How will hot foods be kept over 60 ⁰ c?		
Will you have a thermometer on site?	YES	NO

I'm ALERT FOOD SAFETY COURSE	YES	NO
Will at least one person be present at all times, who has completed the I'm Alert Food Safety course or other approved food safety course?		

