

Application to Sell Food from a Temporary Premise



Town of Cottesloe

FOOD ACT 2008

A Temporary Food Premises application should include all supporting information as required, and be lodged at least 2 weeks prior to your event, or approval may be delayed.

Details of Food Premises:	
Name of Food Premises/Vehicle:	
Event:	
Date:	Time:
Street Address:	
Suburb:	Post Code:
Do you have the land owner's permission to operate at this site? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Type of Temporary Food Premises:	
<input type="checkbox"/> Temporary Food Stall	<input type="checkbox"/> Approved Food Vehicle <i>A copy of the local authority approval document must be attached</i>
Public Liability Insurance <i>A copy of the current cover note must be attached</i> <input type="checkbox"/> Yes	

Applicant's Details:	
Applicant's Name:	
Applicant's Position:	
Street Address:	
Suburb:	Post Code
Phone:	Mob:
Email:	
Organisation:	ABN (if applicable):



Details of Proposed Food Handling Activity:

List of all food and drink products to be sold:

.....
.....

Does the food require preparation or handling prior to the event?

- No**, all food is obtained from an approved food business, in a prepared form ready for use.
- Yes**, the food is prepared within an approved commercial or residential kitchen.
 - *Name of food business:*
 - *Where the business is located outside the Town of Cottesloe, a copy of the local authority Food Premises approval **must** be attached.*
- The food for the event does not fit into one of the categories above and involves low-risk foods and preparation on site just prior to sale to the customer.
 - *Further details must be provided in a separate attachment.*
 - *Applications **will not be accepted** without an existing approval or unless submitted by an exempt food business (see Fees box over page)*

Details of Temporary Food Stall:

Please tick to confirm whether the proposed stall has the following facilities:

- a roof, three walls, cleanable impervious floor (if on unsealed ground).
- a dedicated dishwashing facility with detergent and sanitiser**
- a hand washing facility with running water, soap, single use hand towels**

**** A large container of sufficient volume must be provided to catch waste water after each use and store for appropriate disposal.**

- Cooking appliance(s)
- Hot display:
- Refrigerated storage
- display
- Other:

Number of Staff (total):		Number of Staff handling food:	
Power supply:	<input type="checkbox"/> Self contained	<input type="checkbox"/> External (please specify)	
Water supply:	<input type="checkbox"/> Self contained	<input type="checkbox"/> External (please specify)	
Waste water disposal:	<input type="checkbox"/> Self contained	<input type="checkbox"/> External (please specify)	



Temporary Food Premises Fee Options:

<input type="checkbox"/> Are you a commercial operator?	Paid
\$60 - Notification Fee	<input type="checkbox"/>
\$65 - Daily trading fee	<input type="checkbox"/>
\$210 - Annual Permit Fee	<input type="checkbox"/>
<input type="checkbox"/> Are you an exempted food business ?	NO CHARGE
<i>Exempt - a not-for-profit community or charitable fund raising activity, selling either low risk, shelf stable food; or selling food which is thoroughly cooked onsite for immediate consumption.</i>	

Declaration:

I, the applicant, declare that:

- this application form is accompanied by the required fee;
- I have attached all required Approval and Public Liability Insurance documentation;
and
- the information contained in this application is true and correct in every particular.

Signature of applicant: _____

In the case of a company, the signing officer must state position in the company

Date: _____

PLEASE NOTE THAT SUBMITTING THIS APPLICATION DOES NOT AUTOMATICALLY RESULT IN AN APPROVAL.

Receipt Number: _____