

Temporary Food Stall Application

Food Act 2008

Food Regulations 2009

Shire of West Arthur

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By submitting this form, you acknowledge that the Shire of West Arthur collects and uses personal information for the purpose of administering its services and functions such as maintaining accurate records, and meeting legal, reporting, and governance obligations. For more information about how we collect, use, and store personal information, please refer to our Privacy and Responsible Information Sharing (PRIS) Policy.

A Temporary Food Stall Application should be lodged at least two (2) weeks prior to your event. Before submitting a Temporary Food Stall Application, please read the Temporary Food Business Guidelines. You can obtain a copy from the Shire's Administration office, alternatively you can download a copy.

Additional Documents

The documents listed below are required to be submitted together with your application, or approval may be delayed.

- ☐ Certificate of Currency (Public Liability)
- ☐ Food Business Registration Certificate (Issued by your Local Authority)
- ☐ Food stall layout

Applicant's Details

Applicant Name:			
Organisation:			
Address:			
Postal Address:			
Telephone Number:		Mobile Number:	
Email Address:			
Event Day Stall Manager:		Contact Number:	

Details of Food Stall

Event Name:			
Event Address:			
Event Date:		Start Time:	
		End Time:	
Is your temporary food stall part of an organised event?	☐ Yes ☒ No		
Are you an approved Food Vehicle? (Attach registration Certificate)	☐ Yes ☐ No		
Does the food require preparation or handling prior to the event?	☐ Yes ☐ No		
Do you have the event organisers approval to set up a temporary food stall?	☐ Yes ☐ No		

Tick which types of food you will be selling;

High and Medium risk foods

- ☐ Raw and cooked meat or foods containing raw or cooked meat, for example casseroles, curries, lasagne, meat pies, pastries, curry puffs or similar.
- ☐ Dairy products and foods containing dairy products, for example milk, custard, and dairy based desserts.
- ☐ Seafood (excluding live seafood) and foods containing seafood.
- ☐ Processed fruits and vegetables, for example salad and unpasteurised juices.
- ☐ Cooked rice and pasta.
- ☐ Processed foods containing eggs, beans, nut, or other protein-rich foods, for example quiche and soya bean products.
- ☐ Foods that contain any of the above foods, for example sandwiches and quiches.

Low risk foods

- ☐ Cake decorating, cakes, biscuits, flour products which do not contain potentially hazardous foods such as cream.
- ☐ Food prepared for farm stay and home stay accommodation.
- ☐ Food prepared for single fund-raising event arranged by community or charitable group.
- ☐ Pickled onions and vegetables.
- ☐ Jams, chutneys, relishes, and sausages that are heat treated by boiling or cooking.
- ☐ Herb vinegars with a pH of less than 4.5.
- ☐ Repackaging of bulk packaged low risk confectionary products.

Food labelling

Packaged foods are required to be labelled and provided with an NIP (Nutritional Information Panel). Please contact an Environmental Health officer at the Shire of West Arthur for more information before your event.

Allergen declaration by Food Businesses

The following foods require an allergen warning:

Peanuts, Tree nuts, Milk, Eggs, Sesame Seeds, Soybeans, Fish, Shellfish, Lupin, Cereals containing gluten and added sulphites.

Please provide names and details of any other foods you will be selling.

How many staff are currently trained in food safety?

For FREE online food safety training please visit [Environmental Health Australia](http://EnvironmentalHealthAustralia.gov.au).

Please tick what you will have on site at the event.

A marquee or tent ☐

A food van or trailer ☐

Dedicated buckets to wash equipment ☐

Cold display and storage: fridges/eskies ☐

Water supply/wastewater disposal point ☐

Rubbish bins ☐

Legal point of wastewater disposal ☐

Other

Handwashing facilities: running water with liquid soap and paper towels ☐

Safe power supply ☐

Hot display and storage: bain-marie ☐

Cooking equipment: deep fryers, woks, BBQ's ☐

Fire extinguisher/fire blanket ☐

Pre-packages food labelled ☐

Impervious floor covering (required if on unsealed ground) ☐

Food Stall Layout (Labelled)

	Legend:	

Signature: _____

Date: _____