

# Mobile Traders Selling Food at Events or Markets (Single Event)

ALL SECTIONS of the Form **MUST BE COMPLETED**

## INFORMATION FOR THE APPLICANT

- This sheet must be completed and **returned to the Event Organiser** at least one week prior to the event. The event organizer will then forward the completed sheet to Councils Environmental Health Section for approval.
- The **Fee** for a Single Event is **\$45**. It must be presented with this application.  
Note: For an annual license, please complete a **“Registration of New Food Premises”** form.

Name of Event: .....

Date of Event: ..... / ..... / .....

Business Name: .....

Name of Stall Owner: .....

Address of Owner .....

Contact Numbers: Wk: ..... or .....

**NOTE:** Please supply a copy of your **“Certificate of Registration”** from your local Council. Certificate is Included

**Food For Sale:**  
 Describe the type of food to be sold and preparation method

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### Stall Layout

**THIS MUST BE COMPLETED**

*Provide a neat sketch of your proposed stall. Show general layout and position of important facilities such as :*

- work surfaces,
- refrigerators,
- food storage units,
- cookers,
- hand washing,
- etc.

**Food Protection Checklist:**

- Complete the following checklist, providing details of each section.
- Failure to provide details may result in your stall application being declined.
- If facilities as detailed, are not provided at your stall on the day of the event, your stall may be closed down

I WILL ENSURE	Check <input checked="" type="checkbox"/>	DETAILS OF PROVISION
All food will be prepared in a registered premises or on site. (name of registered premises)		..... ..... ..... .....
Full hand-washing facilities will be provided including a supply of hot water, soap, a nail brush, and single service (paper) towel.		..... ..... ..... .....
All food will be stored in containers with secure fitting lids		..... ..... ..... .....
Food handlers will be provided with protective clothing		..... ..... ..... .....
Tongs, gloves, scoops etc will be provided for handling food		..... ..... ..... .....
Facilities for keeping cold food cold, and hot food hot, will be provided, or be accessible on site.		..... ..... ..... .....
Food on display will be protected from contamination by covers, screens, and wrappings etc.		..... ..... ..... .....

Signature of Stall Owner .....

Date: ...../...../.....

**OFFICIAL USE ONLY**

APPLICATION RECEIVED ...../...../.....

RECEIPT NUMBER 

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<b>APPROVED</b>	<b>DECLINED</b>
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Signature (E.H.O) .....

Date: ...../...../.....