

Temporary food stall application - community and charitable groups only

Form Preview

Application for notification of a temporary food business and stallholders permit

* indicates a required field

Disclaimer: No fees will apply for community and charitable groups. This is not a grant application.

This online form is for Community/Charitable groups only and must be submitted at least 10 days prior to the event.

Applicants First Name *

Must be at least 1 character.

Applicants Surname *

Must be at least 1 character.

Organisation or Community Group Name *

Organisation Name

Applicant Position

Organisation Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Postal Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

ABN

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

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Information from the Australian Business Register

ABN

Entity name

ABN status

Entity type

Goods & Services Tax (GST)

DGR Endorsed

ATO Charity Type

[More information](#)

ACNC Registration

Tax Concessions

Main business location

Must be an ABN.

Is your organisation incorporated?

☐ Yes

☐ No

Email *

Must be an email address.

Phone Number *

Must be an Australian phone number.

Details of Site Manager or Person in Charge (if different from applicant)

Full Name

Position

Phone Number

Must be an Australian phone number.

Date of Event

Date of Event *

Must be a date.

Start Time *

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What time will your event begin?

Finish Time *

What time will your event conclude?

If this event is more than one day, please provide other dates or further information:

Details of Proposed Food Handling

Types of food preparation/handling *

- ☐ Low risk - prepackaged foods from an approved food business or an approved home food business e.g. low risk cakes, biscuits, breads, jams and preserves, drinks
- ☐ Medium risk - fresh or packaged ingredients obtained from an approved food business ready for preparation or use e.g. Sausage sizzles, reheating pies and pizzas
- ☐ Medium to high risk - foods prepared at an approved food business for onsite cooking or reheating e.g. meat curries

At least 1 choice must be selected.

Provide further details on food and drink products

Food Stall Details

Name of Event

Is this a mobile food vehicle/unit or temporary food stall? *

- ☐ Mobile food vehicle/unit ☐ Temporary food stall

Address of the temporary premises (where event is held) *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Mobile Food Business Details

Vehicle registration number

Make and model of mobile food vehicle

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Temporary Food Business Details

Tick to confirm the following facilities will be provided *

- ☐ Roof with clean floors e.g. undercover with sealed ground or marquee with floor covering
- ☐ Dishwashing facility e.g. double bowl sink with hot and cold water supply
- ☐ Handwash basin with hot and cold running water, soap and single use paper towels (or gloves approved for one day events)
- ☐ Containers to catch wastewater and dispose appropriately

At least 4 choices must be selected.

How will perishable food be stored on site? *

- ☐ Refrigerator/freezer
- ☐ On ice in eskies
- ☐ In a bain-marie
- ☐ Cooked and sold with demand (e.g. sausage sizzles)
- ☐ Not applicable
- ☐ Other:

At least 1 choice must be selected.

Type of power supply *

- ☐ Self-contained
- ☐ External
- ☐ Not required

At least 1 choice must be selected.

Type of water supply *

- ☐ Scheme water
- ☐ Rainwater tank
- ☐ Self-contained - minimum 25L for cleaning purposes
- ☐ Not required (only for prepackaged foods)

At least 1 choice must be selected.

Fire safety available *

- ☐ 4kg Dry Chemical AB (E) fire extinguisher (new or tagged and tested)
- ☐ Fire blanket (new or tagged and tested)
- ☐ Not required (no fire/nocooking)

At least 1 choice must be selected.

Thermometer available *

- ☐ Thermometer accurately able to measure temperature of food to +/-1.C (if event is more than 2 hours)

At least 1 choice must be selected.

Attachments to be provided

Attach copy of public liability insurance cover - ensure it is valid on date of the event *

Attach a file:

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A minimum of 1 file must be attached.

Attach copy of stall plan and site plan *

Attach a file:

A minimum of 1 file must be attached.

Attach copy of food handler's food safety training certificate

Attach a file:

It is highly recommended that you complete food safety training to ensure you are providing safe food for the community. The [Foodsafe Training Program](#) is available online for free. Use the City's unique discount voucher "FSKWINA344" on the payment page to receive [FoodSafe Online](#) free of charge.

Attach copy of food business registration certificate (if registered with another Local Government)

Attach a file:

Attach approval from owner of land (if not on Local Government Land)

Attach a file:

Declaration

- I certify that to the best of my knowledge the statements made in this application are true.
- I understand that if the City of Kwinana approves the application, I will be required to comply with the conditions of the approval.
- I consent to the information contained within this application being disclosed to or by the City for the purpose of assessing, administering and monitoring my current and any future applications.
- I understand that if the City approves the application, I will be bound by the contents of my application to carry out the stall as I have described.

I agree to the above *

☐ Yes

Applicant Name

This information will help the City's Graphic Designer make her assessment of your use of our logos.

