



# Selling Food at Events Application

## About this form

This form is to apply for a Selling Foods at Events approval to trade at approved events in the Camden Local Government Area. This form is for application for either a yearly registration or single event registration.

## How to complete this form

- 1: Ensure that all fields have been filled out correctly.
- 2: Please note that fields on this form marked with an \* are mandatory and must be completed before submitting the application.
- 3: Once completed you must submit this form as indicated in the Lodgment details section (Part 10 of this form).
- 4: Applications must be submitted at least 21 days prior to the first event at which you intend to operate.

### Part 1: Application Details\*

Title	Given Name/s*	Family Name*
<input type="text"/>	<input type="text"/>	<input type="text"/>
Company Name*		
<input type="text"/>		
ABN / ACN*		
<input type="text"/>		
Postal Address (all correspondence will be sent to this address)		
<input type="text"/>		
Business Phone Number	Mobile Number*	
<input type="text"/>	<input type="text"/>	
Email Address*		
<input type="text"/>		

### Part 2: Applicant Type\*

Single Event <input type="checkbox"/>	OR	Annual Registration <input type="checkbox"/>
Event Date		
<input type="text"/>		
Event Name		
<input type="text"/>		
Address of Event		
<input type="text"/>		

### Part 3: Stall Details\*

Type of stall E.g. Vehicle, trailer, Marquee (Tent)	Stall Name*
<input type="text"/>	<input type="text"/>
Do you have a current Selling Food from Public Roads approval?	Vehicle Registration (if applicable)
Yes <input type="checkbox"/>	<input type="text"/>
No <input type="checkbox"/>	

#### Part 4: Equipment details (please complete all fields) \*

Type of Equipment	List
Cold storage equipment. e.g. providing own mobile cool room / esky with ice bricks / temporary fridges/freezers	
Hot storage and cooking equipment e.g. 3 burner gas cooker, 4 compartment bain-marie.	
Floor covering - e.g. rubber matting	
Counter food protection/sneeze guards	
Hand Washing Facilities * Warm running water, soap and paper towel must be provided	
Overhead protection over all cooking/ preparation areas	

#### Part 5: Types of Food for Sale\*

Please tick all applicable foods

Category 1	Category 2	Category 3
<input type="checkbox"/> Drinks <input type="checkbox"/> Pre-packaged foods <input type="checkbox"/> Whole fruit and vegetable <input type="checkbox"/> Cakes/biscuits/slice/deserts with no fresh cream or custard <input type="checkbox"/> Bread/pastry <input type="checkbox"/> Jam/sauce/condiments with no Samples <input type="checkbox"/> Other	<input type="checkbox"/> Cut fruit or vegetables (including salad dishes) <input type="checkbox"/> Cooked meat dishes <input type="checkbox"/> Cooked vegetable dishes <input type="checkbox"/> Cakes/biscuits/slice/deserts with fresh cream or custard <input type="checkbox"/> Ice cream/gelato/soft serve <input type="checkbox"/> Jam/sauce/condiments with samples offered <input type="checkbox"/> Cold meat dishes <input type="checkbox"/> Sandwiches	<input type="checkbox"/> Raw egg dishes (including mayonnaise, aioli) <input type="checkbox"/> Non-commercial made pate <input type="checkbox"/> Sushi <input type="checkbox"/> Dishes with seafood

Other food for sale:

#### Part 6: Supporting Documents\*

Please tick applicable boxes below to confirm that you have provided copies of the documents requested. Please lodge copies with the completed application form.

- ☐ Valid Certificate of Currency from your insurer to the amount of not less than 20 million.
- ☐ Food Safety Supervisor Certificate (F.S.S) (If applicable)

## Part 7: Details of off-site food preparation area(s)\*

Do you prepare food in an off-site location, which may include a home, commercial kitchen, or other location?

If yes, what's the address?

Which approval do you have to conduct a business at home?

☐ Complying Development Certificate

☐ Development Application

☐ Council Inspection Report

## Part 8: Declaration\*

- ☐ I declare that all the information I have provided is true and correct.
- ☐ I acknowledge that I have read Council's 'Food Trading at Events and from Public Roads Policy.'
- ☐ I acknowledge that this application is to trade from public roads, not at events.

Applicant Name (please print) \*

Applicant Signature \*

Date \*

## Part 9: Lodgement Details

You can lodge your application by:

**EMAIL:** [mail@camden.nsw.gov.au](mailto:mail@camden.nsw.gov.au)

**MAIL:** Camden Council, PO BOX 183 CAMDEN NSW 2570

**IN PERSON:** 70 Central Avenue ORAN PARK

**WHAT NOW:** Once your application is received, a Council Officer will contact you if further information is required. For further information regarding your application please contact us by:

**PHONE:** 13 CAMDEN (13 226 336)

**WEBSITE:** <https://www.camden.nsw.gov.au>

## Part 10: Additional Information

Scan the below QR code to view Councils'  
'Food Trading at Events and from Public Roads Policy':



Scan the below QR code to view Councils'  
current fees and charges:

