



# Temporary Food Stall Application

## About this form

This form is to apply for a temporary Food stall 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 9 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: Application Type

Single Event	OR	Annual Registration (Financial Year)
Event Date		New Registration
<input type="text"/>		
Event Name		Renewal of Registration
<input type="text"/>		
Address of Event		Previous Registration Number
<input type="text"/>		<input type="text"/>
Fee \$90		Fee \$160

### 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 mobile food vehicle road trading approval?	Yes
	No

**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
<ul style="list-style-type: none"> <li>• Drinks</li> <li>• Pre-packaged foods</li> <li>• Whole fruit and vegetable</li> <li>• Cakes/biscuits/slice/deserts with no fresh cream or custard</li> <li>• Bread/pastry</li> <li>• Jam/sauce/condiments with no samples</li> </ul>	<ul style="list-style-type: none"> <li>• Cut fruit or vegetables (including salad dishes)</li> <li>• Cooked meat dishes</li> <li>• Cooked vegetable dishes</li> <li>• Cakes/biscuits/slice/deserts with fresh cream or custard</li> <li>• Ice cream/gelato/soft serve</li> <li>• Jam/sauce/condiments with samples offered</li> <li>• Cold meat dishes</li> <li>• Sandwiches</li> </ul>	<ul style="list-style-type: none"> <li>• Raw egg dishes (including mayonnaise, aioli)</li> <li>• Non-commercial made pate</li> <li>• Sushi</li> <li>• Dishes with seafood</li> </ul>

**Part 6. 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?

**Yes                  No**

If yes, details are to be provided including application Councils Development Application, Complying Development Certificate and/or Council inspection report.

**Location 1 (unit number, street number, street, suburb, postcode)**

**Details:**

Part 7: Food Safety Supervisor (some exemptions apply, please see <https://www.foodauthority.nsw.gov.au/>)

Food Safety Supervisor Name <input type="text"/>	Certificate Identification Number and Expiration Date <input type="text"/>
---	---

Part 8: Application Checklist

Please tick applicable boxes below to confirm that you have provided copies of the documents requested. Please lodge copies with the completed application form. **NOTE: Failure to supply the required documents will result in your application being refused.**

**Application checklist:**

Certificate of Currency from you insurer including a clause indemnifying Council in an amount of not less than 20 million against action that may rise from damage to property or injury to any person using the footpath or public road in the vicinity of the activity for which approval is sought (not required for single event on private land).

Temporary food stall layout plans

Food Safety Supervisor Certificate (F.S.S) (If applicable)

Part 9: Applicant Declaration

I declare that the information provided on this form is accurate, complete and correct.

Applicant Name <input type="text"/>	Applicant Signature <input type="text"/>
Date <input type="text"/>	

Part 10: 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:

**TELEPHONE:** (02) 4654 7777

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

Office Use Only

Receiving Officer (print name) <input type="text"/>	Date <input type="text"/>
Single event \$90	File Number <input type="text"/>
Annual Registration (Financial Year) Fee \$160	