

MOBILE AND TEMPORARY VENDOR

(FOOD VEHICLES) APPLICATION FORM



Please complete this form in BLOCK LETTERS and return to Council:

- Post: PO Box 396, Kadina SA 5554 / 51 Taylor Street, Kadina SA 5554
- Email: info@coppercoast.sa.gov.au

RECORD NO:.....
FILE NO : 2.9.1

- APPLICATION (Initial Application)
- RENEWAL (Subsequent Application)

2. Applicant Details

Individual Name:

Organisation/Company:

ABN:

Postal Address:

Mobile/Phone:

Email:

2. Contact Persons Details (Provide details if contact person for approval is different to applicant)

Contact Name:

Email:

Mobile/Phone:

3. Type of Activity

- Sell goods from vehicle or stand
- Temporary food stall
- Mobile food vendor

Please specify equipment being used eg Tent Tables Stall for other than food sales

Registration Number and Make of Vehicle

4. Period of Use

Annual Use From/...../..... To/...../.....

5. Hours of Activity

- Day and Evening From _____ am To _____ pm
- Weekdays Only From _____ am To _____ pm
- Weekends Only From _____ am To _____ pm
- Seven (7) days From _____ am To _____ pm

6. Location of Proposed Activity		
Outside unit, shop or suite:	Street No:	Street:
Suburb:		Postcode:
Other details: (eg mobile throughout area/park/reserve/school)		
7. Site Plan (Where applicable)		
Attach plan on A4 to application. Scale 1:100.		Yes / No
8. Public Liability		
Attach a copy of your current Public Indemnity Insurance Policy with a minimum cover of \$10 million for any individual claim. Council shall be named on the policy indemnifying Council against claims.		
9. Other Consents		
<input type="checkbox"/> Are you registered with SA Food Authority?		Yes / No
If No, what steps are you taking to complete this registration? _____		
<input type="checkbox"/> Does your vehicle/stall construction comply with the requirements of the Food Act?		Yes / No
10. Waste Collection		
Provide a written description of the method of waste collection and disposal of waste generated from the preparation processes and disposal of discarded materials by customers.		

12. Service Pits Access Rights		
The Applicant agrees that they will provide unlimited access to service pits to relevant authorities.		
Applicant Signature		Date
13. Privacy Policy		
The information provided in this application will enable your application to be assessed by the consent authority and any relevant state agency. If the information is not provided, your application may not be accepted. The application will also be kept in a register by the Council so that it can be viewed by the public at any time. Please advise Council if any information in this application is incorrect or changes.		

APPLICATION CHECKLIST

14. Mobile Food Vendor Application - CHECKLIST

STEP ONE - Submit

- Read Council's Mobile and Temporary Vendors Policy
- Mobile and Temporary Vendor Application – completed and signed by applicant
- Food Business Notification Form – completed
- Public Liability Insurance – minimum of \$10 Million

STEP TWO – Pay Application Fee

- Mobile and Temporary Vendor Application Fee – Council will invoice this after receiving application.

STEP THREE

- Assessment will commence by Council.

STEP FOUR – Arrange Inspection after approval received

- Organise a Food Vendor inspection with Council's Health Officer
- Once all the above has been completed, and approval received, only then can mobile vending commence.

15. Applicants Declaration

If the Applicant is a Company or owner's association, this section must be signed in accordance with s127 of the Corporations Act 2001.

I,

apply for consent to carry out the activity described in this application.

I declare:

- that all information supplied is true and correct.
- That all information required (as per the checklist below) is attached

And understand that:

- if the application is incomplete, it will not be accepted, and more information may be required to enable the consideration of the application.

Applicant Signature

Date

For any queries regarding mobile and temporary vendors requirements please contact Council's Development Services on (08) 8828 1200 (press 6).