**TEMPORARY FOOD STALL APPLICATION**

Pursuant to the Food Act 2008 and the Food Regulations 2009, a Temporary Food Stall Application should be lodged at least 2 weeks prior to your event. Before submitting a Temporary Food Stall Application, please read the Temporary Food Business Guidelines. You can obtain a copy from the Shire’s Administration Office, alternatively, you can download a copy from the Shire’s website

Please note that for a one-off fundraising event by a not-for-profit incorporated group that doesn’t involve selling food or charging an attendance fee, no food license is required. However, if the event involves selling food, charging a fee, or using food not prepared by a registered business, a food license is needed. If a registered food business is preparing food onsite, they need a temporary food stall license.

ADDITIONAL DOCUMENTS

The documents listed below are required to be submitted together with your application, or approval may be delayed:

Certificate of Currency

Food Business Registration Certificate (Issued by your Local Authority)

Food Stall Layout

Please forward above documents along with the completed application form to:

[**admin@wandering.wa.gov.au**](mailto:admin@wandering.wa.gov.au)

Or handed in to the office

An application fee of **$55** is payable to the Shire of Wandering at time of submission. This can be made in person or via phone : 08 6828 1800. If you require an invoice to be able to pay via bank transfer, please email the address above and we will generate one for you on request.

**APPLICANT’S DETAILS**

|  |  |  |  |
| --- | --- | --- | --- |
| Applicant Name |  | | |
| Organisation |  | | |
| Address |  | | |
| Postal Address |  | | |
| Telephone No |  | Mobile No |  |
| Email Address |  | | |
| Event Day Stall Manager |  | Contact No |  |

**DETAILS OF FOOD STALL**

|  |  |  |
| --- | --- | --- |
| Event Name |  | |
| Event Address |  | |
| Event Date |  | |
| Is your temporary food stall part of an organised event? | | Yes No |
| Are you and approved Food Vehicle? (Attach Registration Certificate) | | Yes No |
| Does the food require preparation or handling prior to the event? | | Yes No |
| Do you have the event organisers approval to set up a temporary food stall? | | Yes No N/A |

**Select which type of food you will be selling:**

|  |  |
| --- | --- |
| **High and Medium risk foods** | **Low risk foods** |
| Raw and cooked meat or foods containing raw or cooked meat, for example casseroles, curries, lasagne, meat pies, pastries, curry puffs or similar | Cake decorating, cakes, biscuits, flour products which do not contain potentially hazardous food such as cream |
| Dairy Products and foods containing dairy products, for example milk, custard and dairy based deserts | Food prepared for farm stay and home stay accommodation |
| Seafood (excluding live seafood) and foods containing seafood. | Food prepared for single fundraising event arranged by community or charitable group |
| Processed fruits and vegetables, for example salads and unpasteurised juices  Processed fruits and vegetables, for | Pickled onions and vegetable |
| Cooked rice and pasta | Jams, chutneys, relishes and sausages that are heat treated by boiling or cooking |
| Processed foods containing eggs, beans nuts or other protein-rich food for example quiche and soya bean products | Herb vinegars with a pH of less than 4.5 |
| Foods that contain any of the above foods for example sandwiches and quiches | Repackaging of bulk packaged low risk confectionary products |

|  |  |
| --- | --- |
| **Food labelling** | Packaged foods are required to be labelled and provided with a NIP (Nutritional Information Panel) |
| **Allergen declaration by Food Businesses** | The following foods require an allergen warning:  Peanuts, tree nuts, milk, eggs, sesame seeds, soy beans, fish, shellfish, lupin, cereals containing gluten and added sulphites |

**Please provide names and details of any other food you will be selling:**

­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| **How many staff are currently trained in Food Safety?** |  |

**Please select what you will have at the event**:

|  |  |  |  |
| --- | --- | --- | --- |
| A marquee or a tent |  | Hand washing facilities: running water with liquid soap and paper towels |  |
| A food van or a trailer |  | Safe power supply |  |
| Dedicated buckets to wash equipment |  | Hot display and storage: bain marie |  |
| Cold display and storage: fridges and eskies |  | Cooking equipment: electric friers, woks, bbq |  |
| Water supply/waste water disposal point |  | Fire equipment/fire blanket |  |
| Rubbish bins |  | Pre-packaged food labelled |  |
| Legal point of waste water disposal |  | Impervious floor covering (required if on unsealed ground) |  |
| Other: | | | |

**Food stall layout (labelled):**

|  |
| --- |
|  |

|  |  |
| --- | --- |
| **Signature:** | **Date:** |