

ITINERANT MOBILE FOOD VENDING VEHICLE APPLICATION FORM



LODGEMENT AND PAYMENT OF APPLICATION: You can lodge and pay for your application via:



Council: City of Canada Bay Civic Centre, 1A Marlborough Street, Drummoyne
8.30am-4pm, Monday-Friday – **Payment by CASH, CHEQUE OR CARD**



Email: customer.service@canadabay.nsw.gov.au

A tax invoice will be sent via email for payment when your application has been accepted by Council. Payment **MUST** be made within three (3) working days of receipt of invoice and can be paid using credit card via Council's online eServices Portal: www.canadabay.nsw.gov.au



Mail: City of Canada Bay, Locked Bag 1470, Drummoyne NSW 1470 – **Payment by CHEQUE ONLY**

Please note: Your application will **NOT** be processed until **FULL** payment has been received.
If paying by CREDIT CARD, an additional 1.0% processing fee will apply.
If paying by AMEX CARD, an additional 1.0% processing fee will apply.

To operate a mobile food vending vehicle itinerantly (i.e. driving from place to place selling food to customers) within Canada Bay you must have a valid approval to operate. To apply for an approval to operate, complete and return this registration form and pay applicable fees. Please note an itinerant mobile vehicle can only remain stationary for a maximum of 15 minutes before having to move on a minimum of 250 metres.

Once Council has received this registration form Council's Environmental Health Team will contact you to arrange an inspection of your vehicle. Please note an approval to operate will not be issued until such time:

- Your vehicle has been inspected by Council's Environmental Health Team; and
- The result of the inspection is satisfactory.

Approvals are valid for 12 months from the date of issue and require renewal.

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|-------------------|---------------------|-------------|-------|
| Office Use | Fee Paid: \$ | Receipt No: | Date: |
| | Application Number: | | |

Fees and Charges (GST exempt)

Itinerant mobile food vending vehicle registration \$155.00

Applicant details

| | | | |
|-----------------------------------|--|-----------|--|
| Trading name: | | | |
| Business address: | | | |
| Suburb: | | Postcode: | |
| Proprietor/owner name: | | | |
| Company name: | | | |
| Director name(s): | | | |
| ABN/ACN: | | | |
| Address for Service of documents: | | | |
| Suburb: | | Postcode: | |
| Contact name: | | | |
| Email: | | | |
| Contact Number: | | | |
| Contact residential address: | | | |
| Suburb: | | Postcode: | |

Mobile food vending details

I propose to sell the following types of food:

Registration number of vehicle:

Your itinerant mobile food vehicle must comply with the Food Safety Standards. Please complete the checklist below with a **tick ✓** indicating your stall complies or **N/A** if the item is not applicable to ensure your stall meets the requirements for an itinerant mobile food vehicle under the Food Act and Regulations.

Administration

Food Safety Supervisor is appointed and certificate kept in vehicle at all times

Construction

- Walls, floors and ceilings are smooth and impervious and able to be easily cleaned
- A physical barrier i.e. sneeze guards are installed in front of all cooking and preparation areas
- Hand wash basin is provided and located within the stall
- Hand wash basin is supplied with warm running water, liquid soap and paper towels
- Utensil/equipment washing facilities are provided and located within the stall
- Utensil/equipment washing facilities are provided with warm water, and detergent

Food handling

- Potentially hazardous food (PHF) is under temperature control: food receipt, storage, display and transport; cold food at or less than 5°C, Hot food at or above 60°C.
- Digital Probe Thermometer provided to stall, readily accessible – accurate to +/- 1°C
- Food is stored a minimum of 150mm off the floor
- Food is stored in food grade containers
- Disposable eating utensils, straws etc. are stored in dispensers and protected from contamination
- Food handlers wash and dry hands thoroughly using hand wash facilities regularly
- Food handlers avoid unnecessary contact with ready to eat food or food contact surfaces by use of utensils, a gloved hand, food wraps etc.
- Procedures in place for staff when handling food and money etc.
- Food safe sanitiser available for food preparation surfaces and equipment

Other

- Premises, equipment and food contact surfaces are kept in a clean and sanitary condition
- Equipment in a good state of repair and working order
- Suitable garbage and recycling receptacles are provided and arrangements made for frequent removal of garbage and recyclable materials
- Food labelling complies with Food Standards Code

Declaration

I declare that the information provided by me in this document is accurate and to the best of my knowledge true.

| | | | |
|----------------------|--|-------|--|
| Applicant Name: | | | |
| Applicant Signature: | | Date: | |