



IMPORTANT INFORMATION

The design, construction and operation of all temporary food premises, vendors and stalls must comply with the relevant requirements of the relevant Acts, Standards and Guidelines for food businesses at temporary events.

If you are selling ready-to-eat food that needs temperature control (e.g. refrigeration or Bain maire) and is not sold in a commercial manufacturer's package, you will require Food Safety Supervisor (FSS) Certification. For more information regarding FSS Certification, see www.foodauthority.nsw.gov.au or ring 1300 552 406.

1. Proprietor/Business Details			
Applicant Name		Trading as (name of stall)	
Postal Address <i>Any correspondence will be posted to this address</i>			
Phone		Email	
Food Safety Supervisor Name		Certificate no.	

2. Location and Event Details			
Name of Event			
Address of Event			
Date and Times of Event			
Name of Event Organiser		Contact	

3. Type of food and/or drinks	
Please list items for sale	

4. Details of off-site food preparation area(s)	
The location(s) of any off-site food preparation areas, and/or food storage including partial preparation such as chopping and cutting of ingredients, must be listed below. Each preparation area must meet food hygiene requirements.	
Address	
Method and detail of Food Transportation to event	
Onsite Deliveries – Supplier details (if relevant)	

5. Applicant Declaration		
I have read, understood and fully comply with the relevant food safety requirements. I declare that the information provided on this form is accurate, complete and correct.		
Applicant Name	Applicant Signature	Date

6. Lodgement Details

You can lodge your notification by;

EMAIL: council@edwardriver.nsw.gov.au

IN PERSON: Council Office - 180 Cressy Street, DENILIKUIN

MAIL: PO BOX 270, DENILIKUIN NSW 2710

Checklist for Temporary Food Stalls, Vendors and Vehicles (minimum requirements)

Design and Construction Requirements	Yes	No	N/A
The design, installation and operation of the temporary food premises or stall/s will satisfy the relevant requirements of the Food Act 2003, the Australia New Zealand – Food Standards Code and the NSW Food Authority Guidelines for food businesses at temporary events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food stall/s which are not located within a marquee or tent will be provided with a suitable clean roof cover and the stall/s will be enclosed on three sides, or be provided with other suitable barriers, to prevent public access and potential contamination (unless only pre-packaged food or drinks are to be provided)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cooking equipment, food preparation and storage areas are required to be located within the stall area and be suitably protected from contamination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Open flame BBQ cooking plates, char grilles and cookers that use hot coals can be located externally and adjacent to the food stall and must be barricaded to prevent public access. A roof cover, fire extinguisher and fire blanket must also be provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Transportation and Storage	Yes	No	N/A
Food items will be transported and stored in enclosed smooth and impervious containers (i.e. plastic food grade containers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Perishable food (i.e. meat products, dairy products, seafood, poultry etc) will be transported and stored in temperature controlled containers, coolers or appliances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Safety	Yes	Yes	N/A
Raw food items to be cooked (meat, poultry and seafood) will be kept in sealed food grade containers until being prepared and cooked, separate from food ready for consumption to prevent cross-contamination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food items which are ready for consumption will be stored appropriately and under temperature control <ul style="list-style-type: none"> - Cold food maintained at or below 5°C - Hot food maintained at or above 60°C 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Digital probe style thermometer and alcohol wipes to be provided within stall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All food on display must be either whole fruits, vegetables, wrapped or packaged or completely enclosed in a suitable display cabinet, or protected by a physical barrier or located so as not to be openly accessible to the public	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hand washing facilities are to be provided including warm water, liquid soap and disposal towels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dish washing facilities are to be provided, including potable water, clean towels and detergent.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waste Disposal	Yes	No	N/A
All waste materials will be kept in suitable waste receptacles provided in or near the stall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waste receptacles and bins will be kept covered with lids and be emptied regularly so as not to overflow	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>