

Temporary Food Stall Application



About this form

You may use this form to apply for approval to operate a Temporary Food Stall within the Cumberland Council Local Government Area.

How to complete this form

- Ensure that all fields have been filled out correctly, and note that fields on this form marked with an * are **mandatory and must be completed before submitting the application.**
- All required attachments are mandatory. Your application will not be accepted if these documents are not attached.
- Once completed you can submit this form by mail or in person. Please refer to the Lodgement Details section for further information.
- All fees to be paid when submitting this application.

Application and Risk type	
<input type="checkbox"/> New approval	<input type="checkbox"/> Renewal of approval – (please provide permit number)
Type of Food sold	
<input type="checkbox"/> Low risk	Whole fruit/veg/eggs, low risk packaged cakes/jams/sauces Note: If you intend to provide taste samples of low risk foods you are considered to be in the Medium Risk category
<input type="checkbox"/> Medium risk	taste samples of low risk foods, coffee, juice, soup, unpackaged snacks, one-step processing, Pre-packaged meat/seafood
<input type="checkbox"/> High risk	Cooking, meals, sushi, hot/cold displays, multi-step food processing
Applicant and Business details*	
<i>Council will contact and send all related information to this address</i>	
Business Name	ACN/ABN
Business trading name:	
Contact Name/s*	
Address*	
Mobile*	Alternate telephone
Email*	

Food Safety Supervisor (FSS)

- A copy of your FSS certificate must be on display or provided at stall
- A FSS is required if the food is ready-to-eat, potentially hazardous (i.e. Needs temperature control) and not sold/served in the original package.

Does your food business require a NSW Food Safety Supervisor? Yes No
If Yes, attach a copy of the current NSW Food Safety Supervisor Certificate with this application.

Food Business Preparation and Handling Information

Type of foods to be sold

List the type of foods/drinks to be sold*

Food preparation - home based and mixed businesses

Is food for sale being prepared / manufactured at a private residence?
If yes, provide address: Yes No

For further information visit www.foodauthority.nsw.gov.au/retail/home-based-mixed-businesses

AT HOME:

Detail home based food business activities

e.g. domestic kitchen, separation of storage (raw ingredients, containers, final product, etc.), preparation steps, safe water supply, safe transport to site, temperature control, sanitizing, etc. (Provide details of Development Consent)

AT SITE:

Description of food business activities

e.g. on-site preparation, food storage, handling, sanitizing, equipment, protected display, etc

For further information on relevant NSW food safety legislation visit the following websites:

- New South Wales Legislation: www.legislation.nsw.gov.au ; Food Standards Codes: www.foodstandards.gov.au
- NSW Food Authority: www.foodauthority.nsw.gov.au/retail/markets-and-temporary-events
- Cumberland Council: www.cumberland/nsw.gov.au

CHECK LIST FOR FOOD BUSINESS OPERATIONS

This checklist is designed as a guidance tool to ensure temporary food business operators achieve the minimum requirements based on the Food Safety Standard 3.2.2 (Food safety practices and general requirements) and Food Safety Standard 3.2.3 (Food premises and equipment). It does not limit your legal responsibilities and obligations under the *Food Act 2003*.

You must complete (Tick/Cross) ALL sections below and attach to application form	Y	N	NA
Notification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The business must be notified to their “home jurisdiction” as a “food business” as a temporary food stall. A copy of the food business notification must be available for inspection during food business operation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The food business uses and sells “potentially hazardous food”. A Food Safety Supervisor has been appointed and a current certificate from NSW Food Authority will be displayed at the stall.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Preparation and service area to be enclosed on 3 sides and entire food premises is adequately screened.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The stall consists of a roof and at least three sides and is suitable for the purpose.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If on unsealed ground, the floor covering is of an impervious material that is free from open joints, cracks and crevices e.g. vinyl cut larger than the floor area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food storage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All food is stored at least 150mm above the ground and is protected against all likely sources of contamination.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All raw food is stored separately from ready-to-eat food.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All food is covered when in storage.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frozen food is stored below -18 ^o C. Potentially hazardous food is kept below 5 ^o C or above 60 ^o C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Equipment storage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All condiments are contained in squeeze-type containers, dispensers or individually sealed packs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All eating utensils, e.g. spoons, straws, paper cups, are enclosed in suitable containers or otherwise protected from contamination.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food display	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food on display is protected from all likely sources of contamination. Sneeze barriers provided.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thermometer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The food business has a thermometer (e.g. probe, with accuracy of +/- 1 ^o C). Note: it is recommended that temperature checks are carried out, at least daily, of all hot and cold food storage/display. Records to be kept on a temperature record sheet.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appropriate cleaning and sanitising is maintained for probe thermometer between uses.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Single-use items	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All single-use items are protected from contamination.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contact with food	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food handlers avoid unnecessary contact with food, e.g. tongs and gloves are used where possible. Hand washing is performed before handling any “ready-to-eat food or handling food.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sanitising	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All cooking, eating and drinking utensils are cleaned and sanitised before each use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food contact surfaces of benches and equipment are cleaned and sanitised before use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
“No rinse” sanitizing solution provided. All dispensers appropriately labelled.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

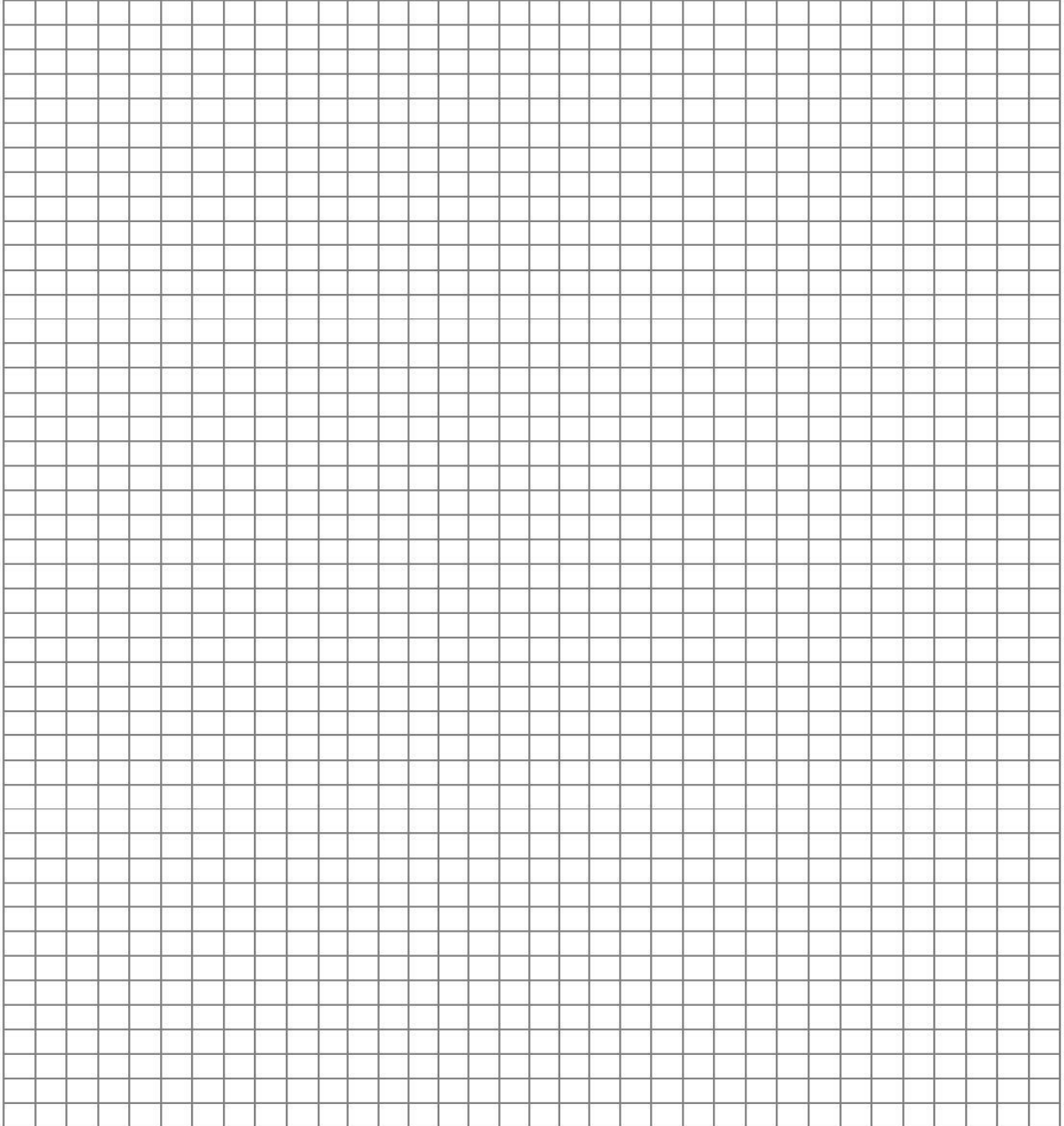
You must complete (Tick/Cross) all sections below and attach to application form	Y	N	NA
Hand Washing facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hand washing: [NOTE: This is a critical assessment item in determining the application]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A minimum 20L container of fresh warm potable water (22 ^o C to 40 ^o C) with a suitable tap provided for hand washing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Liquid soap and disposable paper towels are maintained at the hand wash facility.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A suitably labelled container is provided for collecting all wastewater.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Preparation:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A food preparation sink is required for onsite food preparation eg washing of fruit & vegetables	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Preparation benches & Utensil washing:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A minimum 20L container (with a tap) of fresh potable water is available for utensil washing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adequate storage of hot water and food grade sanitiser, is provided.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Two sinks / containers of sufficient capacity provided to clean and sanitise utensils.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A suitably labelled container for collecting wastewater is provided (or other approved method).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sinks draining directly to a waste water tank may be required for regular market stalls.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If appropriate washing up facilities are not available onsite, enough clean serving utensils and cutlery are available in clean, labelled and lidded containers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A separate lidded and labelled container is available to store dirty utensils and cutlery for cleaning and sanitising off-site at the end of trade.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food temperature control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food prepared at the stall is for immediate consumption only.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potentially hazardous food, that is stored or on display, is under the following temperature control: Cold food at / or below 5 ^o C and hot food at / or above 60 ^o C.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potentially hazardous foods that have been out of temperature control for 4 hours are discarded. (records kept and can be provided for upon request)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cooking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All heating and cooking equipment is located within food stall or otherwise suitably Protected from public access.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All food waiting to be cooked is stored within the food stall or cool room.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The cooking area is kept free from contamination.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cooked food is kept separate from any contaminated utensils and containers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If cooking is carried out, a dry powder fire extinguisher and fire blanket is provided.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The walls of the stall are protected from heat, flame and hot liquid splashing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waste disposal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Suitable waste containers are provided.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wastewater is stored in a container labelled "WASTEWATER ONLY".	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waste products disposed of lawfully {e.g waste water disposed of to sewer connection)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waste oil is stored and disposed of correctly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

DIAGRAM OF TEMPORARY FOOD BUSINESS OPERATIONS
(Complete and attach to application form)

Council uses this diagram to assess the capacity for the temporary food business operation to comply with relevant NSW food legislation and standards. Please ensure you include the following items in your diagram for the food business operation.

Internal features to include: hand wash facilities (**this is a critical item for assessment**), wash-up facilities, food preparation benches, cold and hot storage units, floors, walls and ceiling etc

External features to include: awnings, door opening, storage area, bins, LPG cylinders, cool room etc.



PLEASE ENSURE YOU HAVE COMPLETED AND PROVIDED THE FOLLOWING WITH YOUR APPLICATION

YES

Fully completed business details – applications may be returned if all information is not provided

NSW Food Safety Supervisor Certificate (if required)

Fully completed and included the two page checklist?

Fully completed diagram of your stall (including hand wash and wash up facilities)?

Temporary Food Stall Approval fees (all fees to be paid in full at time of lodgement)

\$111.20

Standard (street vending only) (includes primary inspection)

Applicant(s) Signature

- All correspondence will be sent to the applicant. It is important to notify Council of any change of address and/or telephone number if this occurs during the processing of the application.
- By signing this application, you certify that the above information and the information on any attachments, to the best of my knowledge, are true and correct.
- The information provided in this application is required to enable the application to be assessed by Council and any relevant state agencies. The public is entitled to inspect the application and any associated documents.

Signature	Signature
Name	Name
Date	Date

Office use only

Notes or additional information required

Received by (EHU):

Signature: Date:

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