

TEMPORARY FOOD STALL APPLICATION ON SHIRE PROPERTY

(FDRS016)



89 Earl Street
PO Box 1145
Narrogin WA 6312

(09) 9890 0900

www.narrogin.wa.gov.au
enquiries@narrogin.wa.gov.au

CASHIER HOURS:
8:30am – 4:30pm
MONDAY- FRIDAY

Pursuant to the Food Act 2008 and the Food Regulations 2009, a Temporary Food Stall Application should be lodged at least two (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, alternately, you can download a copy [here](#).

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 temporary food license is needed. If the event provides food without selling it or charging a 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 (Public Liability)
- Food Business Registration Certificate (Issued by your Local Authority)
- Food stall layout

APPLICANT'S DETAILS

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

DETAILS OF FOOD STALL

Event Name					
Event Address					
Event Date		Start Time		End Time	
Is your temporary food stall part of an organised event?					<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you an approved Food Vehicle? (Attach Registration Certificate)					<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the food require preparation or handling prior to the event?					<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have the event organisers approval to set up a temporary food stall?					<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/a

Tick which type of food you will be selling.

High and Medium risk foods	Low risk foods
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<ul style="list-style-type: none"> <input type="checkbox"/> Raw and cooked meat or foods containing raw or cooked meat, for example casseroles, curries, lasagne, meat pies, pastries, curry puffs or similar. <input type="checkbox"/> Dairy products and foods containing dairy products, for example milk, custard and dairy based deserts. <input type="checkbox"/> Seafood (excluding live seafood) and foods containing seafood. <input type="checkbox"/> Processed fruits and vegetables, for example salads and unpasteurised juices. <input type="checkbox"/> Cooked rice and pasta. <input type="checkbox"/> Processed foods containing eggs, beans, nuts or other protein-rich food, for example quiche and soya bean products. <input type="checkbox"/> Foods that contain any of the above foods, for example sandwiches and quiches. 	<ul style="list-style-type: none"> <input type="checkbox"/> Cake decorating, cakes, biscuits, flour products which do not contain potentially hazardous foods such as cream. <input type="checkbox"/> Food prepared for farm stay and home stay accommodation. <input type="checkbox"/> Food prepared for single fund raising event arranged by community or charitable group. <input type="checkbox"/> Pickled onions and vegetables. <input type="checkbox"/> Jams, chutneys, relishes and sausages that are heat treated by boiling or cooking. <input type="checkbox"/> Herb vinegars with a pH of less than 4.5. <input type="checkbox"/> Repackaging of bulk packaged low risk confectionary products.
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Food Labelling	Packaged foods are require to be labelled and provided with an NIP (Nutritional Information Panel). Please contact Environmental Health Services at the Shire of Narrogin for more information before your event.
Allergen declaration by Food Businesses	The following foods require an allergen warning: Peanuts, Tree nuts, Milk, Eggs, Sesame Seeds, Soybeans, Fish, Shellfish, Lupin, Cereals containing gluten and added sulphites.

Please provide names and details of any other foods you will be selling.

How many staff are currently trained in Food Safety?	
For FREE online Food Safety Training please visit Environmental Health Australia .	

Please tick what you will have on site at the event.

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

Legend	

Food Stall layout (Labelled)



Signature Date