

Local Government Act 1993 – Section 68(1)

About this form

- You may use this form to apply for a Temporary Food Premises approval in the City of Orange.
- This form is for individual stall holders to complete.
- Public Liability Certificate of Currency of Insurance for not less than \$10 million must be attached to application for approval, with "Orange City Council" noted on the policy as an interested party. Insurance must be taken out with an Australian Prudential Regulation Authority (APRA) approved insurer if the activity is to be conducted on Council's land.**
- Applications must be received at least 5 working days before the event.
- Application fees apply. For more information, please contact Council's Development Services Division on 02 6393 8000

Office Use Only	
Type	602
Date	
Amount paid	
Receipt No.	

Application No.	
File No: F386	
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APPLICANT DETAILS

Organisation, Company or Charity Name:

Postal address:

Contact name:

Telephone number (*business hours*):

Mobile:

Email address:

Address where food is prepared:

FOOD STALL DETAILS

Intended location for market/one day event:

Intended date(s) of market/one day event:

Food/drinks intended to be sold or provided (*Circle all that apply*):

CATEGORY A

- Sushi/Sashimi
- Pies/Sausage rolls
- Hamburger/Hotdogs
- Sandwiches/Wraps/Rolls
- Soft-serve Ice Cream
- Foods containing raw-egg products
- Soups/Stews
- BBQ or Roast Meats/Sausages

CATEGORY B

- Cakes/Muffins/Slices
- Biscuits
- Jams/Preserves
- Tea/Coffee
- Alcohol
- Soft Drinks/Cordial/Juice
- Lollies/Chocolate/Crisps/Popcorn
- Raw, whole fruit or vegetables

OTHER (Please provide details)

FOOD SAFETY DETAILS

If storing, transporting, or preparing food that requires temperature control; how will you keep cold food below 5°C and hot food above 60°C during:

1. Transportation to the market or event?

2. Preparation and display for sale?

FOOD SAFETY DETAILS Continued.....

If preparing or storing food that requires temperature control, ensure a probe thermometer accurate to plus or minus 1°C is accessible for the monitoring of food temperatures.

Ensure all food preparations areas (including home-kitchens if used for 'food for sale') have access to Food-grade Sanitiser for the sanitising of food contact surfaces and equipment.

How will you provide facilities required for:

Hand-washing? (warm water, soap, single-use towels)

Washing of food and cleaning equipment?

APPLICANT DECLARATION

I declare that the information provided on this form is accurate, complete, and correct.

I hereby undertake to comply with the NSW Food Authority's Guidelines for Food Businesses at Temporary Events, as the proprietor of this temporary food premises and have provided a copy of my/my organisation's public liability Certificate of Currency, noting Orange City Council as an Interested Party.

Name (Block letters):*

Signature:*

Date:*

The information you provide is personal information for the purposes of the Privacy and Personal Information Protection Act 1998. The supply of the information by you is voluntary. If you cannot provide or do not wish to provide the information sought, your application may be unable to be processed. This personal information is being collected from you in order to process your application.

CRITICAL FOOD SAFETY SUMMARY

From the NSW Food Authority's Guidelines for Food Businesses at Temporary Events.

http://www.foodauthority.nsw.gov.au/_Documents/retail/temp_events_guideline.pdf

Any area where food-for-sale is prepared (including home kitchens) must have access to:

- Easily accessible hand-washing facilities for food handlers; providing warm water, soap, and single-use towels (unless selling pre-packaged food only).
- Washing facilities for utensils and equipment (if applicable).
- Only potable water may be used for hand-washing, cleaning, ice, or food preparation.
- Food on display must be wrapped or covered with food-grade, impervious materials to prevent airborne contamination. This includes covering cakes/muffins etc.
- The stall, including all fixtures, fittings, and equipment, must be kept clean and in good working order. All food contact surfaces in the stall must be cleaned, and sanitised using a food-grade sanitiser.
- Potentially hazardous foods must be maintained under temperature control during transport, storage, and display.
- Vehicles used to transport food are an extension of the temporary premises and must be kept in a clean and sanitary condition. No animals may be permitted in vehicles or food preparation areas whilst food preparation or transport is being undertaken.
- Food handlers must not spit or smoke in the premises or food transport vehicles.
- Food handlers must not handle food if they are ill.
- If required, temporary food premises must have a copy of their Food Safety Supervisor (FSS) Certificate onsite and available for inspection during hours of operation. See <http://www.foodauthority.nsw.gov.au/rp/fss-food-safety-supervisors> for information on who requires an FSS Certificate and a list of exemptions.