



# TOWN OF MOSMAN PARK

## PLANNING AND REGULATORY SERVICES – HEALTH

### REGISTRATION / NOTIFICATION OF A TEMPORARY FOOD BUSINESS

#### EVENT DETAILS:

Name of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Time of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

#### TRADER DETAILS:

Name: \_\_\_\_\_

Trading Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Do you have Public Liability Insurance? Yes ☐ No ☐

Please supply a copy of your Public Liability Insurance

#### VEHICLE:

Is a vehicle used in association with this business? Yes ☐ No ☐

If yes, please provide: Make: \_\_\_\_\_ Model: \_\_\_\_\_

Vehicle Registration: \_\_\_\_\_

#### SITE PLAN:

Have you supplied a site plan of your temporary food premises? Yes ☐ No ☐

Please include the following details on your site plan:

Benches & preparation area ☐

Equipment ☐

Cooking area ☐

Refrigeration	<input type="checkbox"/>
Fire extinguishes	<input type="checkbox"/>
Barricades	<input type="checkbox"/>
Bin area	<input type="checkbox"/>
Hand wash facilities	<input type="checkbox"/>
Hot water and wash up facilities	<input type="checkbox"/>

#### TYPE OF FOODS TO BE SOLD:

Please tick relevant boxes. Please note that not all food types can be approved for an event and your application may be refused dependant on the level of risk

High Risk Foods		Medium Risk Foods		Low Risk Foods	
<input type="checkbox"/>	Raw meat, poultry or seafood	<input type="checkbox"/>	Prepared salads	<input type="checkbox"/>	Fats or oils
<input type="checkbox"/>	Milk or milk products	<input type="checkbox"/>	Egg or egg products	<input type="checkbox"/>	Grains, cereals or breads
<input type="checkbox"/> <input type="checkbox"/>	Processed meat, poultry or seafood, (e.g. salami, meat pies, sausage rolls, frankfurts)	<input type="checkbox"/>	Milk based confectionary	<input type="checkbox"/>	Carbonated drinks
		<input type="checkbox"/>	Raw fruit & vegetables	<input type="checkbox"/>	Sugar based confectionary
		<input type="checkbox"/>	Pasteurised milk, dairy products	<input type="checkbox"/>	Alcohol
<input type="checkbox"/>	Fresh filled pasta, sandwiches or rolls	<input type="checkbox"/>	Canned meat	<input type="checkbox"/>	Other ( <i>please specify below</i> )
<input type="checkbox"/>	Cooked rice or lasagne	<input type="checkbox"/>	Processed fruit, vegetable or juices	<input type="checkbox"/>	
<input type="checkbox"/>	Tofu	<input type="checkbox"/>	Other ( <i>please specify below</i> )	<input type="checkbox"/>	
<input type="checkbox"/>	Other ( <i>please specify below</i> )	<input type="checkbox"/>			
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	

Please list all food types to be sold (e.g. drinks, jams, cakes, hotdogs, burgers):

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Please provide details of all places where the food will be prepared/packaged/cooked. List the particular food associated with the location that it had been prepared/packaged/cooked and the time. (e.g. salads, prepared on site on the day of the event):

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Please provide details of how you will keep hot food hot and cold food cold:

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Number of staff at your stall? \_\_\_\_\_

Do all your staff have the skills and knowledge for the tasks they will perform?

Yes ☐ No ☐

Attached training certificates?

Yes ☐ No ☐

Please provide details of how food will be stored on the day of the event:

Please Note: All food must be stored at least 150mm off the floor

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Are you already a registered food business with the Town or another Local Government?

yes ☐ No ☐

Please provide a copy of your current Certificate of Registration.

Please Note: if you are not already a registered food business with the Town, you will be required to submit an application for a Food Business Notification / Registration Form. Failure to submit this application will result in Refusal to trade at the nominated event.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## MINIMUM STANDARDS FOR TEMPORARY FOOD PREMISES

### 1. General

A one day temporary food premise shall consist of a stall of which the roof and three (3) sides are covered with plastic sheeting, vinyl or other approved material (or shall consist of an open stall which must comply with section 7).

### 2. Protection of Food

- Disposable eating and drinking utensils only shall be used.
- All foods stored inside the stall shall be stored a minimum of 150mm above the ground and covered or in closed containers.
- Food shall not be displayed so as to be openly accessible to the public. A physical barrier shall be provided by means of sandwich display type counters, perspex glass sneeze guards or clear plastic sliding to the stall.
- All condiments such as sauce, mustard etc, shall be contained in squeeze type dispensers or in individual sealed packs.

- All disposable eating utensils shall be pre-wrapped in paper napkins, cellophane bags or similar material prior to distribution to the public.
- Drinking straws, paper cups, spoons etc, shall be enclosed in suitable dispensers or otherwise protected from contamination.
- Tea, coffee, cordial and other beverages shall be dispensed from an enclosed or lidded receptacle equipped with a tap or spout.

### 3. **Washing Facilities**

- Separate hand washing facilities and utensil washing facilities shall be provided within the stall (i.e. two (2) plastic bowls of sufficient capacity for adequate cleaning of hands and utensils and a supply of hot and cold water shall be immediately available to the food stall. (Disposal of wastes to the Town's satisfaction). The water in both containers should be changed frequently so as to maintain wash water that is as clean as can be achieved under the conditions.
- Disposable hand towels, liquid soap and detergent shall be provided in each food stall where washing facilities are required by the Standard.

### 4. **Food Temperature Control**

- All takeaway foods prepared at the stall shall be for immediate sale and consumption unless a suitable food warmer or food display, maintaining the food at a temperature of at least 60°C (hot foods) or below 5°C (cold foods), is provided.
- Pre-prepared food products or pre-cooked food consisting wholly or in part of fresh cream, custard, trifle or any similar food which promotes bacterial growth shall not be sold from a one or two day food stall, unless stored or displayed under refrigerated conditions as prescribed in the paragraph above.
- All raw food and perishable foods such as steaks, hamburger patties and frankfurts shall be stored under refrigeration. If this is not possible to store under refrigeration, it may be possible to store these foods in a portable esky together with an adequate supply of ice or a cooling medium.
- The sale of pre-cooked chicken or pre-cooked chicken pieces or pre-cooked rice from a one or two day food stall is not permitted.

### 5. **Cooking**

- All heating and cooking equipment including open flame barbecues and cooking plates shall be located within the stall or otherwise suitably protected from contamination.
- Raw foods awaiting cooking and food which have been cooked shall not be displayed outside the stall. Raw food awaiting cooking shall not be stored or held outside the stall except in enclosed containers.
- The cooking area shall be kept free of air borne contamination and droplet infection (coughing, sneezing from the public).

- Cooking and heating equipment shall not be within reach of the public.
- A fire extinguisher of adequate size shall be provided convenient to every stall where open flame cooking is carried out.
- Where cooking is carried out adequate provisions shall be made to protect the stall walls from heat, flame and splashing.

**6. Rubbish Disposal**

- Suitable rubbish receptacles shall be provided near the stall for the public to dispose of used takeaway food container and the like.
- Adequate arrangement shall be made for the storage and daily or more frequent removal of rubbish generated inside and outside of the food stall.

**7. Open Food Stalls**

- Open food stalls consisting of tables only or tables and trestles, where permitted by these standards, shall be used only for the sale of factory pre-packaged food in hermetically sealed containers (i.e. canned or bottled soft drinks, canned foodstuffs).
- No perishable food shall be sold from an open food stall except packaged milk, packaged milk products and pre-wrapped ice cream, all of which shall be provided with approved means of low temperature storage.
- Provision shall be made for screening or shielding the stall to protect any perishable food from direct sunlight.
- All pre-packaged foodstuffs shall be labelled in accordance with the provisions of the Food Standards Code.