

Roadside stall application form

I/we provide the following details for application for operation of a Roadside stall.

A registration fee may be applicable.

I/we realise that further fees may be levied if the stall is not maintained in accordance with Council requirements.

Proposed Dates of roadside stall operation:	
First Day/...../.....	Last Day/...../.....

Roadside stall proprietors name			
Contact person name			
Postal address	P.O. Box or Street address:		
	Suburb/Town:	State:	Postcode:
Phone numbers	Business hours:	After hours:	
Email address			
Public Liability insurance details – note \$10,000,000 PL required			
Applicant signature			Date:/...../.....

Part 3 Site Details

Is your stall to be located on the road reserve or on your private property?	Road reserve		
	On our private property		
Proposed roadside stall street address	Number and Street Name		
	Suburb	State:	Postcode
Is your roadside stall any of these things?	(a) van or trailer; (b) tent; or (c) built structure (specify) Registration details of van or trailer (if applicable)		

Are there any existing structures or services on the site either above ground or underground?	
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Safety and Vandalism

Identify any significant safety or crime concerns?	
How do you plan to address these concerns?	
Does the site have good visibility from nearby houses or businesses?	

Location

How many kilometres is the site from any food retail outlet? (in general applications for street stalls in the urban / town / village areas will be accepted from community groups fundraising for local causes and single product stalls)	
What is the sign-posted speed limit on the road where your roadside stall will operate?	

Size

<p>Is the site of adequate land size to accommodate the roadside stall infrastructure and allow for safe parking for customers?</p> <p>The size of the stall should not exceed eight square metres. Bigger stalls require a Development Application.</p>	
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Part 4 Roadside stall details. It must be demonstrated that there is adequate commitment and capacity to plan and establish the roadside stall and provide for its ongoing maintenance.

What is the purpose(s) of the proposed roadside stall (tick as many as applicable)?	Farm gate income	<input type="checkbox"/>
	Fundraising	<input type="checkbox"/>
	Improved access to healthy food	<input type="checkbox"/>
	Sustainability education	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>
What do you intend to sell at your roadside stall – and will it be sold in a wrapped or unwrapped form, hot or cold?	packaged foods ie jars and packets	
	Fresh fruit, vegetables, nuts	
	Meat	
	Craft items	
	plants	
	Other (please specify)	
In the case of unwrapped foods, how do you intend to protect it against contamination?		
In the case of food requiring temperature control, how do you intend to keep it hot or cold.		
In the case of packaged foods i.e. jars and packets, describe how the package will be labelled in compliance with the Food Safety Standards. (An ingredient label and Nutritional Information Panel label is required. Please refer to the		

following website - http://www.foodstandards.gov.au/ or contact Council for further details on labelling requirements).	
What hours do you intend to operate this roadside stall?	
Will you (Please tick one)	Stay with the stall during operational hours?
	Have the stall unmanned at all times?
	Sometimes have the stall manned & sometimes unmanned?
How do you plan to keep the roadside stall tidy?	
How has the surrounding community been consulted about the proposed roadside stall and what were the outcomes?	

Part 5 Application Checklist

Have you:	• filled in all parts of this form?
	• attached an A3-sized basic plan of the location of the roadside stall infrastructure?
	• attached a copy of your Certificate of Currency for Public Liability Cover of at least \$10,000,000?

I hereby certify that I will accept all responsibility under the Food Act 2003, as the proprietor / director of this roadside stall.

..... /...../.....
Signature of Proprietor/s Date

Part 6 Lodgement Details

You can lodge the completed form with any supporting material as follows:

By Email: *(Insert email address)*

By Mail: *(Insert address)*

Attention: (Insert title of responsible manager)

OFFICE USE ONLY

Approval to Issue: Yes No

Date Approved: / /

.....
Signature: **PUBLIC HEALTH OFFICER**