

MOBILE FOOD VENDOR PERMIT

INFORMATION, TERMS & CONDITIONS

PERMIT INFORMATION

There are two types of permits:

A) Annual/Day Event Mobile Food vendor Permit for events only

** Fee will apply to commercial vendors and is independent of any fee an Event Organiser may wish to apply.*

B) City Mobile Food Vendor Permit

for both events and designated areas in the Holdfast Bay area. See map for allocated areas.

The Permit will allow the food vendor to participate at multiple events throughout the time frame allocated.

Please allow a minimum of 5 days to process the application.

THE APPLICANT MUST READ AND UNDERSTAND THE FOLLOWING CONDITIONS:

1. The mobile food business must be notified under the Food Act 2001 with the local Council where they are permanently garaged/housed/located.
2. It is the Applicant's responsibility to be aware of and comply with the South Australian Food Act 2001 and the associated Food Safety Standards, the fact sheet 'Food Safety Tips for Outdoor Events' and any other Legislation, Council By-Law, guideline or Standard relating to the preparation and service of food.
3. It is the Applicant's responsibility to ensure that their activities do not cause a nuisance and must comply with the requirements of the Local Nuisance & Litter Control Act 2016. Particularly, in relation to noise, odours, smoke and litter control. Wastewater must be disposed of appropriately. It is an offence to dispose of wastewater down the stormwater system.
4. The Applicant shall take out and keep current a Public Liability Insurance policy in the name of the Permit Holder insuring them for a minimum of \$20,000,000 (twenty million dollars) against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against the Permit Holder in relation to the activity. This Permit will not be approved until proof of the Public Liability Insurance has been provided to Council for each event.
5. The Permit Holder's vehicle will not be permitted to remain on site unless the vehicle is part of the food preparation and sale and has been approved by Council. Towing vehicles are not to remain on site.
6. Council or the Event Organiser will allocate vendor sites; these sites may not be altered without prior approval.
7. The Applicant shall ensure that their site is left in a clean and tidy condition at the conclusion of the event. Failure to do so may result in a cleaning fee.
8. The mobile food vendors vehicle or infrastructure must not be parked on grassed areas unless at an event only.
9. The vehicle must be parked in a way that does not obstruct walk/bike ways and/or present a safety risk to the public.
10. For City Permits the space only allows for the vehicle and not seating or signs.
11. City permit holders can only park in allocated areas. Penalties apply.
12. If a holder of a City Permit wants to change their allocated area to another, they can only do so by prior approval by Council and if there is a vacancy. The fees will not be refundable.
13. Permits must be displayed at all times whilst trading.
14. No alcohol is to be served by the Mobile Food Permit holders.
15. City Mobile Food Vendor Permit holders must leave the site each day following trade and cannot park their vehicle overnight.
16. This Permit is not transferable and is subject to new and emerging issues that may arise.
17. Permit fees are non-fundable.
18. The permit holder of a City Permit cannot lease their permit to another mobile food vendor.
19. Only one City Permit per applicant occupying only one allocated space.
20. The Permit Holders must comply with the policies and procedures for Mobile Food Permit holders. These policies and procedures are subject to change at any time. This Permit will be revoked if the permit holder fails to comply with these conditions.

FOOD PERMIT APPLICATION

Food permit applications must be completed, signed and submitted to the Community Safety department.

1. APPLICANT DETAILS

Applicant name:	
Business / trading name:	
ABN:	
Mailing address:	
Phone:	
Email:	

2. OTHER DETAILS

Address where mobile food vehicle is garaged	
Vehicle type (please provide a photo)	
Have you notified with your local Council? <input type="checkbox"/> Yes <input type="checkbox"/> No Please provide proof of notification (eg. most recent inspection report or Food Business Notification form)	
Public Liability Insurance <input type="checkbox"/> Yes <input type="checkbox"/> No (Please provide a copy - Minimum 20 mil)	

3. PERMIT DETAILS

Type of permit	
Annual event only (as per Councils fees and charges)	<input type="checkbox"/>
Day event only (as per Councils fees and charges)	<input type="checkbox"/> Date required: _____
City Permit (as per Councils fees and charges)	<input type="checkbox"/> Area _____

4. PROPOSED FOOD AND BEVERAGE FOR SALE

5. THE APPLICATION WILL NOT BE APPROVED UNLESS THE APPLICANT

- Has notified with their Council
- Agrees to the conditions of the Permit
- Agrees to all special conditions which Council may impose
- Provides a copy of their Public Liability Insurance (Minimum \$20 Million)

Note: Hand washing facilities must be provided, the use of gloves and/or bacterial gel will not be accepted as a substitute.

6. STATEMENT

☐ I have read and understood the Mobile Food Vendor Permit Conditions and agree to comply with the conditions, guidelines and standards set therein.

Name

Signature

Date

A copy of this approval must be available upon request when participating at all events.

Please forward completed application and/or queries to:

City of Holdfast Bay – Environmental Health

PO Box 19, BRIGHTON SA 5048

08 8229 9999

mail@holdfast.sa.gov.au

PERMIT AREA 1

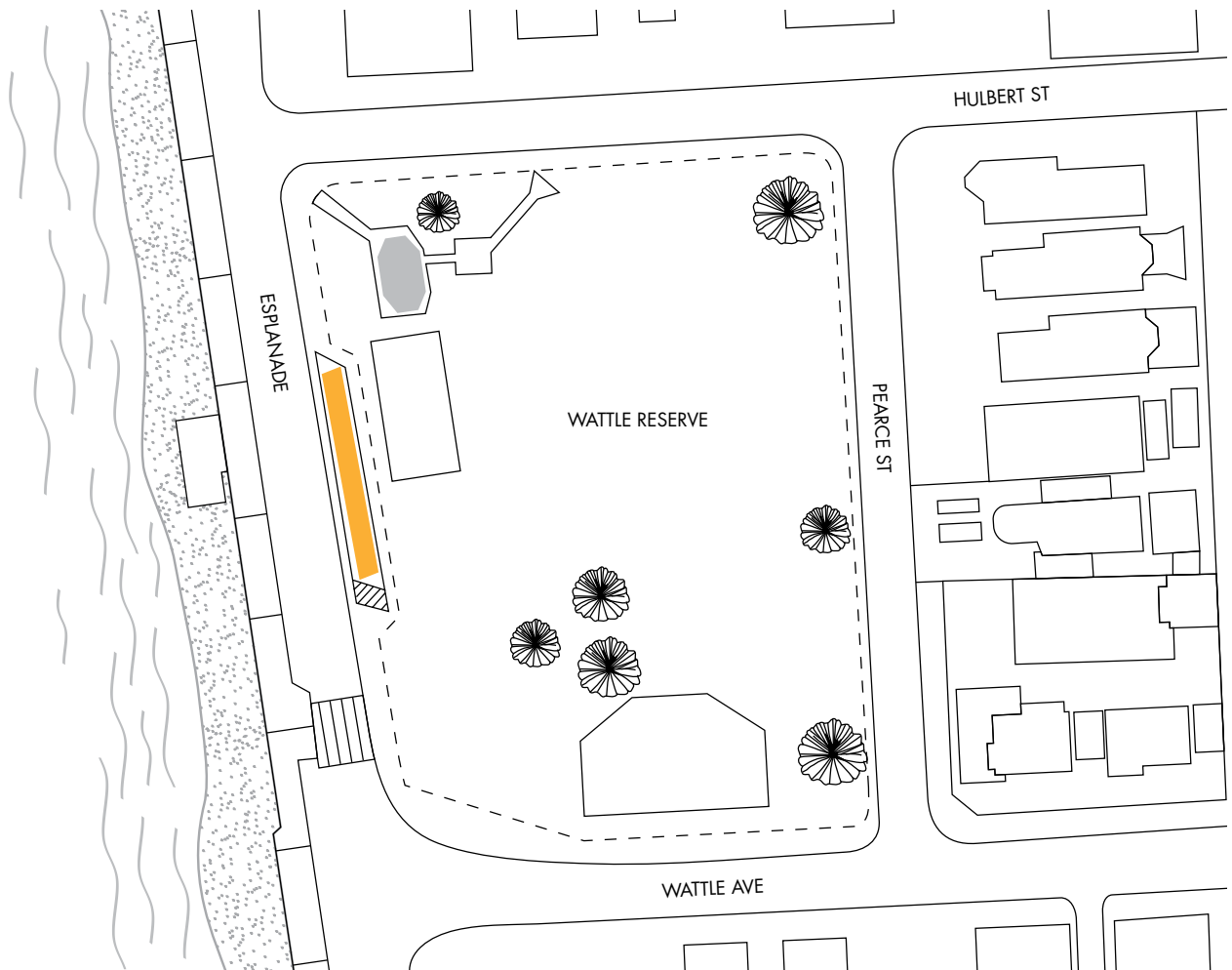
ANGUS NEILL RESERVE, SEACLIFF



 **2 Mobile Trading Vans Only**

PERMIT AREA 2

WATTLE RESERVE, HOVE



1 Mobile Trading Van Only

PERMIT AREA 3

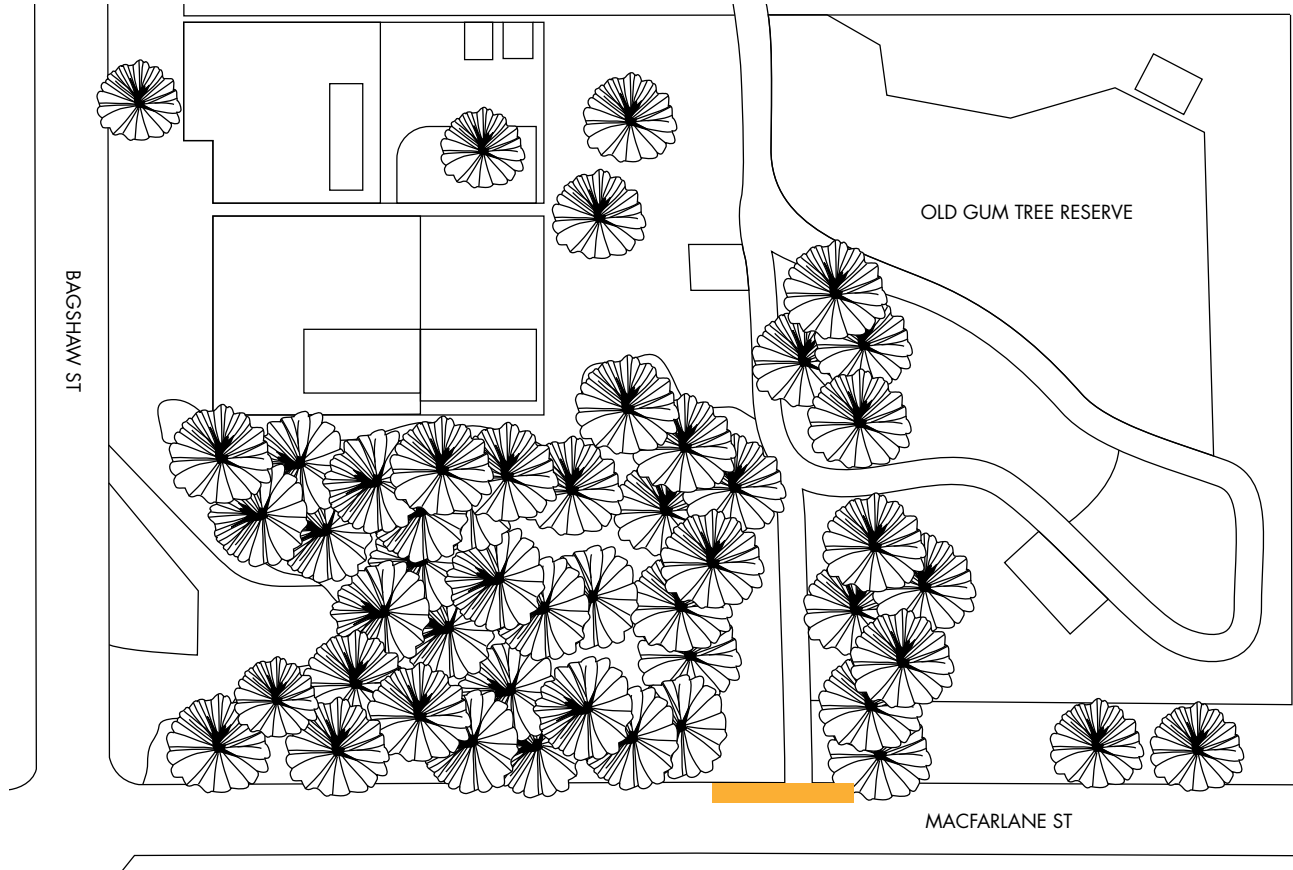
JOHN MILLER RESERVE, SOMERTON PARK



 2 Mobile Trading Vans Only

PERMIT AREA 4

OLD GUM TREE RESERVE, GLENELG NORTH



 **1 Mobile Trading Van Only**

PERMIT AREA 5

TARNIWARRA RESERVE, GLENELG NORTH



1 Mobile Trading Van Only

PERMIT AREA 6

NORTH ESPLANADE, GLENELG NORTH



 1 Mobile Trading Van Only

GUIDE FOR THE DESIGN AND OPERATION OF A TEMPORARY FOOD PREMISES (STALL)



This document is for guidance only and is not legally binding. Each premises will be assessed on its own individual food safety risks by the relevant local enforcement agency. Other requirements may also apply (e.g. LPG use, fire control, waste disposal) – seek advice from your local enforcement agency.

Hand washing facilities

Container of sufficient size (e.g. 20 litres) with tap and potable water (warm running water is required unless written approval from enforcement agency)

Liquid soap and paper towels

Container for waste water. The waste water is to be disposed of appropriately (e.g. to sewer or without risk of entering stormwater/ waterways)



Utensil and food washing facilities

Container of sufficient size (e.g. 20 litres) with tap and potable water

Hot water and/or food grade chemical sanitiser for sanitising if needed

Provide separate washing and rinsing containers for food and for utensils, as needed

Food handlers

Ensure food, utensils and food contact surfaces are not contaminated by hands, hair, jewellery, wounds, coughs, etc.

Clean person, attire and habits

No smoking in stall

Money and food handled separately



Must have skills & knowledge in food safety and food hygiene matters

Exposed wounds covered with waterproof covering

Avoid unnecessary contact with food by using utensils or gloves

Hands must be washed whenever they are likely to contaminate food

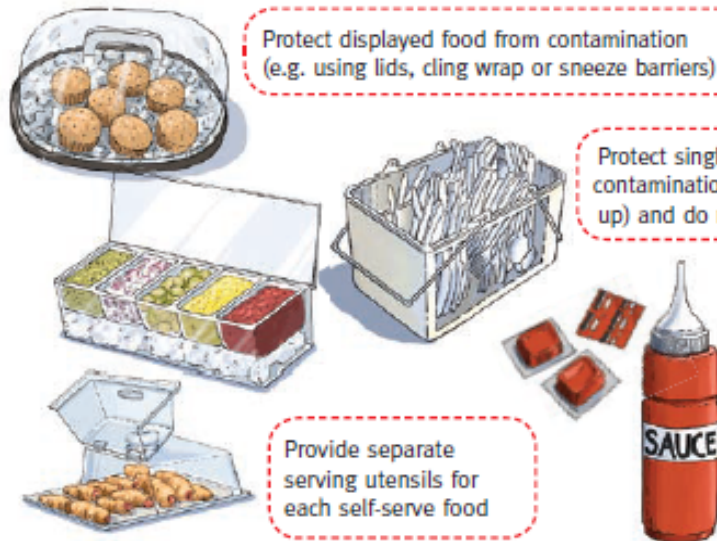
Food display, single use items and condiments

Protect displayed food from contamination (e.g. using lids, cling wrap or sneeze barriers)

Protect single use utensils from contamination (e.g. store handle up) and do not reuse

Clean the outside and top of dispenser bottles and do not top-up bottles

Provide separate serving utensils for each self-serve food



Temperature control of potentially hazardous food

Cold food – ensure 5°C or below

Check food temperature with thermometer (accurate to +/- 1°C)

Hot food – ensure 60°C or above



Please seek advice from your local enforcement agency if planning to use an alternative to appropriate temperature control for display of potentially hazardous food.

