

Temporary Food Stall Details

About this form

You may use this form to submit with Application for Approval when applying for a Temporary Food Premises Approval in the City of Sydney. This form is for individual stall holders to complete.

Note: Approval of a food stall is subject to compliance with Council's requirements for temporary food stalls, which can be found on the City of Sydney public website, www.cityofsydney.nsw.gov.au.

How to complete this form

- 1: Ensure that all fields have been filled out correctly.
- 2: Please note that fields on this form marked with an * are mandatory and must be completed before submitting the application.
- 3: Once completed you must submit this form as indicated in the Lodgement Details section (Part 5 of this form).

Part 1: Applicant Details

Title	Given Name/s *	Family Name *
<input type="text"/>	<input type="text"/>	<input type="text"/>

Postal Address*

Note: Before this application can be lodged at least one of the modes of contact below must be supplied.

Business Number *	Mobile Number *	Fax Number
<input type="text"/>	<input type="text"/>	<input type="text"/>

Email Address

Site Contact* (if different to above)	Home Number	Mobile Number *
<input type="text"/>	<input type="text"/>	<input type="text"/>

Email Address *

<input type="text"/>	Fax Number
<input type="text"/>	<input type="text"/>

Part 2: Event Details

Event Name	Stall Name
<input type="text"/>	<input type="text"/>

Where is your event located?	Date/s of event (from-to)
<input type="text"/>	<input type="text"/>

Type of stall/caravan/vehicle

Part 3: Equipment Details * (please complete all fields)

Type of Equipment	List of Equipment being used at stall
Food heating/cooling devices	
Location of cooking/heating equipment	
Refrigeration/storage units/ice bricks/ice	
Floor covering	
Counter food protection/sneeze guards	

Part 3: Equipment Details * Continued...

Type of Equipment	List of Equipment being used at stall
Hand Washing Facilities (Must provide warm water)	
Overhead protection over all cooking/preparation areas	

Part 4: List of Food *

Please provide a list of all food types to be sold in the boxes below

Part 5: Details of off-site food preparation area(s) *

The location(s) of any off-site preparation areas, including partial preparation such as chopping and cutting of ingredients, must be listed below. Each preparation area must meet Council health requirements. If the location(s) are not in the City of Sydney Council area, evidence of registration with the applicable Council must be provided.

Location 1 (unit number, street number, street, suburb, postcode)

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Is this location in the City of Sydney Council Area In another Council Area outside City of Sydney

If the location is not in the City of Sydney Council area, have you attached evidence of registration with the applicable Council for this location?

Yes No Your application will not be approved without this evidence. Please obtain evidence of registration before submitting this form.

Please describe the evidence attached

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Location 2 (unit number, street number, street, suburb, postcode)

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Is this location in the City of Sydney Council Area In another Council Area outside City of Sydney

If the location is not in the City of Sydney Council area, have you attached evidence of registration with the applicable Council for this location?

Yes No Your application will not be approved without this evidence. Please obtain evidence of registration before submitting this form.

Please describe the evidence attached

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Part 6: Lodgement Details

Temporary Food Stalls which form part of an Event on public property

If your application is for a stall which will form part of an event, **please return this form to the event organiser.** The event organiser will then submit their Temporary Food Stalls Event Registration Application, including all stallholder applications, to the Council.

Single Temporary Food Stall applications will only be accepted if you have prior approval from the land owner. You can lodge your single application by:

FAX: (02) 9265 9750

MAIL: City of Sydney, GPO Box 1591, Sydney NSW 2001

IN PERSON:

CBD:	Level 2, 456 Kent Street, Monday - Friday 8am-6pm
Kings Cross:	50-52 Darlinghurst Road, Monday - Friday 9am-5pm & Saturday 9am-12 midday
Glebe:	160 St Johns Road, Monday - Friday 8.30am-5.30pm
Redfern:	158 Redfern Street, Monday - Friday 9am-5pm & Saturday 9am-12 midday

WHAT NOW: Once your application is received a Council Officer will contact you if further information is required.

For further information regarding your application please contact us by:

TELEPHONE: (02) 9265 9333

WEBSITE: <http://www.cityofsydney.nsw.gov.au>

Part 6: Privacy & Personal Information Protection Notice

Purpose of Collection: For delivery of Temporary Food stall approvals in the Council area.
Intended recipients: Council staff and approved contractors of the Council of the City of Sydney.
Supply: A Temporary Food stall application is required for delivery and management of temporary food stalls in the Council area.
Access/Correction: Council staff or Freedom of Information requests
Storage: Council's record management systems and Archives.

Office Use Only

Receiving Officer (print name)

Date

PID Number

File Number