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### TEMPORARY FOOD BUSINESS – Application for Approval to Operate 2011/12

An application to operate a temporary food business within Maitland City Council must be lodged at least **four weeks prior** to your first event. Successful applicants will receive an approval to operate covering the period 1<sup>st</sup> July – 30<sup>th</sup> June each year. An annual application fee is payable at the time the application is lodged. Applicants submitting information less than four weeks prior to the event may not receive a permit to operate if there is not sufficient time to verify the necessary information.

#### APPLICANT DETAILS

<b>Applicants Name</b>			
<b>Trading Name</b>			
<b>Address</b>			
<b>Phone</b>		<b>ABN</b>	
<b>Email</b>		<b>Food Safety Supervisor Number</b>	

#### TEMPORARY FOOD BUSINESS DETAILS

<b>Events expected to attend (if known)</b>	
<b>Type of Stall:</b>	<input type="checkbox"/> Handled Foods <input type="checkbox"/> Pre-Packaged Only <input type="checkbox"/> Charity
<b>Stall Construction</b>  <b>(detail materials and attach floor plan layout)</b>	
<b>NSW Food Authority Food Business Notification Number</b>	

**PROPOSED FOODS FOR HANDLING/SALE**

<b>Food Item</b> (attach separate page if additional room required)	<b>Off Site Preparation</b> Yes/No	<b>Cooking Procedures (Deep fry, grill, BBQ etc.)</b>	<b>Hot/Cold Holding of Potentially Hazardous foodsF</b>

<b>Name of facility for off site preparation/storage</b>			
<b>Address</b>			
<b>Relevant Council Reference number (where outside Maitland LGA)</b>			
<b>Food preparation will be done in a:</b> <input type="checkbox"/> Stall (see diagram) <input type="checkbox"/> Mobile food prep. Unit (wheeled vehicle)			
<b>Detail hot and cold holding equipment for potentially hazardous foods, and how you will monitor these temperatures</b>			
<b>Describe:</b>	<b>Cold Holding Equipment</b>		
	<b>Hot Holding Equipment</b>		
	<b>Cooking Equipment</b>		
	<b>Reheating equipment</b>		
<b>How is food to be transported to the event?</b>		<b>Vehicle Registration Number</b>	

<b>How is food to be stored if event runs for more than 1 day?</b>	
<b>Cleaning and sanitising</b> <b>(provide a description of facilities and methods)</b>	
<b>Detail Hand washing facilities</b>	
<b>Water Supply</b> <b>(provide details of water /ice supply)</b>	
<b>Waste Management</b> <b>(provide details on disposal of garbage and waste water)</b>	

Attach any additional information you wish to provide in support of your application.

I understand that my stall must be fully set up and operational prior to commencing any food handling operations. Any variations to the requirements of the Temporary Event Guidelines and my approval must be approved in writing from Maitland City Council beforehand.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Name of Applicant above \_\_\_\_\_