



Section 68 of The Local Government Act 1993

If you need help lodging your form, contact us	
<b>Email</b>	council@northernbeaches.nsw.gov.au
<b>Phone</b>	1300 434 434
<b>Customer Service Centres</b>	<b>Manly</b> Town Hall, 1 Belgrave Street Manly NSW 2095
	<b>Dee Why</b> Civic Centre, 725 Pittwater Road Dee Why NSW 2099
<b>Customer Service Centres</b>	<b>Mona Vale</b> 1 Park Street Mona Vale NSW 2103
	<b>Avalon</b> 59A Old Barrenjoey Road Avalon Beach NSW 2107

Office use only	
<b>Form ID</b>	2045
<b>TRIM Ref</b>	
<b>Last Updated</b>	October 2020
<b>Business Unit</b>	Environmental Compliance
<b>Application No.</b>	
<b>Receipt No.</b>	

Privacy Protection Notice	
<b>Purpose of collection:</b>	For Council to provide services to the community
<b>Intended recipients:</b>	Northern Beaches Council staff
<b>Supply:</b>	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
<b>Access/Correction:</b>	Please contact Customer Service on 1300 434 434 to access or correct your personal information

**About this form**  
You may use this form to apply for a Mobile Food Premises approval in Northern Beaches Council.  
Note: Approval is subject to an inspection of the Mobile Food Premises by Councils Environmental Health officers and compliance with Council's requirements for Mobile Food Premises, which can be found on [northernbeaches.nsw.gov.au](http://northernbeaches.nsw.gov.au).

**How to complete this form**

1. Ensure that all fields have been filled out correctly.
2. Application must be submitted at least 10 days prior to when you intend to operate. (Should you wish your application to be processed within 10 working days payment of an upfront urgency fee applies)
3. Application form must be submitted along with payment of the Mobile Food Vendor fee.

Note: If you only wish to trade at approved markets and events, you may wish to alternatively apply for a Temporary Food Stall Approval.

**The following restrictions apply to Mobile food premises:**

- Must not trade within 200m radius of any fixed food premises;
- Must not trade within 200m of an event unless approved by the event organiser;
- Must not trade on any reserve unless separate written approval from Council is provided and displayed on the vehicle;
- Must not trade on any Council owned carpark unless separate written approval from Council is provided and displayed on the vehicle;
- Must not have item to be placed outside the vehicle, including tables, chairs, food, equipment, externally sited BBQ's and signage;
- Must not operations on private land without owner's consent and/or development approval from Council;
- Must not operate on any private land that contravene any existing development approval and do not comply with the requirements under Part 2 Division 1 Subdivision 27A of the State Environment Planning Policy (Exempt and Complying Development Codes) 2008;
- Must not be used as a temporary food stall as part of any event approved by Northern Beaches Council without the consent of the event organiser and payment of associated fees.
- Must comply with Road Rules and parking requirements;
- Must comply with Food Act 2003 and the NSW Food Authority Guideline for Mobile Food Vending Vehicles;
- Vending is only permitted from any one location for a maximum period of 15 minutes in a 24 hour period, unless vending is associated with an approved event and approval has been granted as an "approved trader";
- Must not create offensive noise, lighting or odour.

## Part 1: Type of Application

New Approval	Renewal of Approval
Council Food Stall Number, if known	

## Part 2: Fee Annual

<ul style="list-style-type: none"><li>• \$278 Low Risk - only heat milk</li><li>• \$442 Medium/High Risk potential - hazardous food</li><li>• \$114 Urgency Fee - less than 10 working days prior required approval date</li></ul>
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## Part 3: Applicant Details

Name/Company Name			
ABN/ACN			
Postal Address			
Legal Address			
Phone			
Mobile		Fax	
Email			
Contact Person			

## Part 4: Mobile Van Details

Type of Vehicle				
Vehicle registration number				
Do you hold a current approval with another Sydney Metropolitan Council?	<input type="radio"/>	Yes	<input type="radio"/>	No
Are potentially hazardous foods sold/prepared? (Further information about what constitutes potentially hazardous food can be obtained from Council's Environment Health Team).	<input type="radio"/>	Yes	<input type="radio"/>	No
Description of what foods/drinks will be sold				
Name of Market Detail of what specific area/locations food will be sold				

## Part 5: Details of off-site storage/ Food Preparation Premises

<p>The location(s) of any off-site food preparation areas, and/or food storage including partial preparation such as chopping and cutting of ingredients, must be listed below. Each preparation area must meet food hygiene requirements.</p> <p>Evidence of the business registration with a council or NSW Food Authority must be submitted with this application. If you are preparing potentially hazardous food then you must be also have a recent inspection by a Council or appropriately qualified person (EHO) or organisation.</p>			
Location			
Unit Number		Street Number	
Street			
Suburb		Postcode	

Part 6: Food Safety Supervisor (if required)

Food Safety Supervisor Name			
Certificate Identification Number		Expiry Date	

Part 7: Application Declaration

<p>I have read, understood and will fully comply with the health conditions. I declare that the information provided on this form is accurate, complete and correct. I understand that this is an application, and approval of this application is not guaranteed.</p>	
Applicant Name	
Applicant Signature	
Date	

<b>OFFICE USE ONLY</b>			
Receiving Officer			
TechOne Number		Date	
Receipt Number		File Number	

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ACCORDING TO PROCEDURES**

Credit Card Details			
Please charge my	<input type="radio"/> Mastercard	<input type="radio"/> Visa	<input type="radio"/> American Express
Amount	\$		

Name as appears on card																
Card Number																
Expiry Date																

Signature															
Daytime Phone Number															
Date															

Please note: All credit card payments are subject to a 0.7% service fee

Office Use Only															
Application No.															

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