



### BEFORE YOU APPLY

Please contact the Farmers' Market Coordinator to determine stall availability and suitability prior to lodging this application. Contact details are available on the market's website at [www.mtclaremontfarmersmarket.com.au](http://www.mtclaremontfarmersmarket.com.au).

### BUSINESS/PROPRIETOR DETAILS

Trading name:		ABN/ACN:
Name of proprietor(s):		
Corporate name (not a trust):		
Premises address:		
Local government authority the food business is registered with:		
Postal address:		
Contact person:	Phone number:	
Email:	Mobile number:	

### EVENT DETAILS

Event name: Mount Claremont Farmers' Markets	
Venue: Mount Claremont Primary School	Street: 103 Alfred Road
Town/suburb: Mount Claremont WA 6010	Date/s:
Number of persons involved on the day/s:	Time of operation: 7.30am to 11.30am

### TYPE OF TEMPORARY FOOD PREMISES

Type of stall (please enclose Certificate of Food Registration from the issuing Local Government):

Food stall       Mobile food vehicle - Vehicle make: \_\_\_\_\_ Vehicle registration: \_\_\_\_\_

### FOOD PREPARATION

Is food pre-prepared prior to the event?  Yes  No - If yes, please indicate below where it is prepared.

Registered food premises - Name and address:

Residential kitchen - address:

### PROPOSED FOODS FOR HANDLING/SALE

Food item	Off site preparation	Cooking procedures (deep fry, grill BBQ etc.)	Hot/cold holding of PHF*
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No

**PROPOSED FOODS FOR HANDLING/SALE (CONTINUED)**

Food item	Off site preparation	Cooking procedures (deep fry, grill BBQ etc.)	Hot/cold holding of PHF*
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No

*\*PHF being **potentially hazardous foods**: meaning food that must be kept at certain temperatures to minimise the growth of any pathogenic micro-organisms that may be present in the food or to prevent the formation of toxins in the food. E.g., products with fresh cream, meats, cooked pasta.*

**Have you or your staff completed any food handler hygiene training in the last 6 months?**

- Yes - attach evidence to this application
- No - complete food safety training and attach evidence to this application. Follow this link to the training <https://www.nedlands.wa.gov.au/food-safety-training.aspx>

**FOOD STORAGE**

**Is all food for sale pre-packaged?**  Yes  No

**How will all unpackaged food products be stored on site to protect them from contamination?**

**For food requiring temperature control:**

**Cold-holding equipment:**

**Hot-holding equipment:**

**Cooking equipment:**

**Reheating equipment:**

**Do you have a probe thermometer?**  Yes  No  Not applicable

**How will the thermometer be cleaned?**  Alcohol wipes  Other:

*Please note: For PHFs, cold foods must be kept/stored at 5°C or below and hot food must be kept at 60°C or above at all times.*

**FOOD TRANSPORTATION**

**If food is transported to site, what is the length of time in transport?**

**How is the food transported:** tick (✓) all which apply

- Refrigerated food vehicle       Heated food vehicle       Mobile coolroom/freezer
- On ice in eskies       Other (please specify)

## FOOD STALLS

### Structure

Please describe how the stall will be constructed addressing in particular how food will be protected from airborne contaminants:

### Facilities

*Separate hand-washing facilities and utensil-washing facilities must be provided within the vehicle or stall. These facilities must be of sufficient capacity to allow effective cleaning of hands and utensils, and warm water must be readily available at all times. Hand towels, liquid soap, and detergent are to be supplied in every vehicle or food stall where washing facilities are required.*

**What hand-washing facility will be provided within the temporary food premises?**

- Purpose-built hand wash basin with running water
- Water storage container with tap and bucket underneath to catch wastewater
- Other (please specify):

*Please note: Soap and single-use paper towels must be provided adjacent to hand-washing facility at all times. Hand sanitizer gel is not a replacement for handwashing.*

**What dish washing facility will be provided within the temporary food premises?**

- Purpose-built dish wash basin
- Water storage container with tap and bucket underneath to catch wastewater
- Other (please specify)

**If food utensils onsite are dirty but need to be reused, detail how they will be sanitised after cleaning:**

*Please note: Detergent and sanitiser must be supplied at all times for dish/utensil washing.*

### Equipment

**Please provide details of all equipment e.g. BBQ, table, bain-marie etc.:**

### Power supply (e.g. gas bottle, generator, mains power)

*If you are using gas appliance, please complete the '[checklist for gas installations in public venues](#)' and submit with this application.*

### Water supply (for hand washing and utensil washing)

- |   |  |
|---|--|
| <input type="checkbox"/> Self-contained | <input type="checkbox"/> External source - please specify: |
|---|--|

### Wastewater disposal (for water used above)

- |   |  |
|---|--|
| <input type="checkbox"/> Self-contained | <input type="checkbox"/> External source - please specify: |
|---|--|

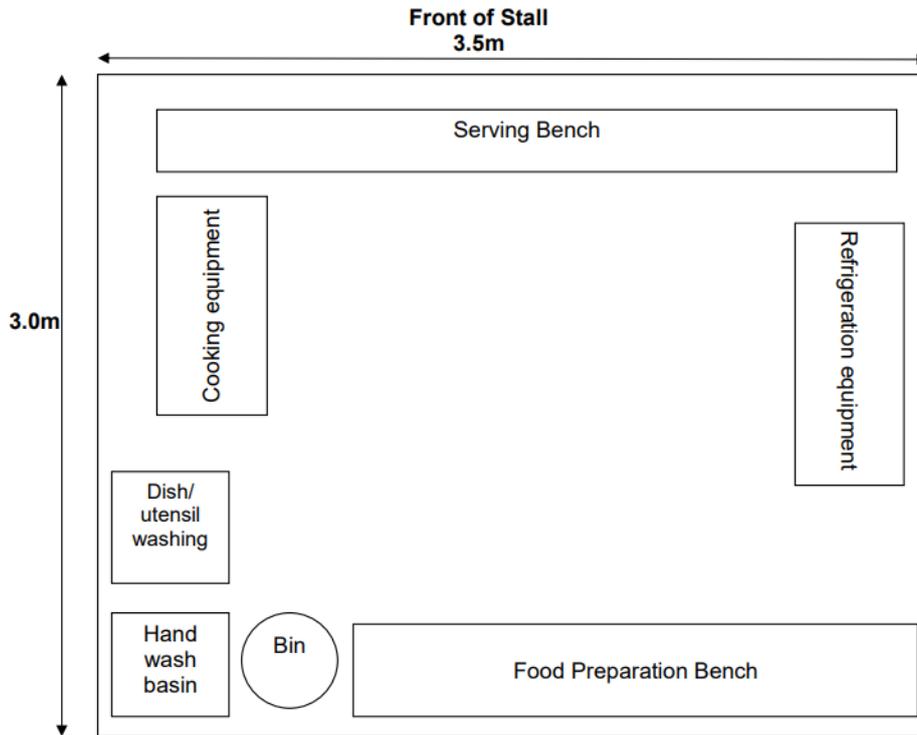
### Rubbish disposal

- |   |  |
|---|--|
| <input type="checkbox"/> Self-contained | <input type="checkbox"/> External source - please specify: |
|---|--|

## PLANS FOR STALLS AND MOBILE FOOD VENDORS

Please attach a basic floor plan with your application. The layout of the stall must include dimensions, location of all equipment, benches, hand wash facility and means of protecting of food from contamination. Please refer to the [Food Handling Guidelines for Temporary Events](#) for further information. If you are not preparing food on site or selling only pre-packaged food, then you are not required to submit plans.

### Example:



## DOCUMENTS REQUIRED

Submit the following documents with your application: tick (✓) all which apply

- [Food Event Notification Form](#) (duly completed and signed)
- A copy of your Food Business Registration Certificate
- A copy of Food Safety Supervisor Certificate (for Category One and Category Two food businesses)
- Evidence of completion of the City's online [food safety training program](#), or training or qualifications from a registered training organisation.
- Copies or photos of food labelling (if your food products are required to bear labels)
- A copy of valid public liability insurance with a minimum cover of \$20 million
- Copy of menu
- Stall floor plan

## DECLARATION

- I, the applicant, declare that all details in this form are true and correct and I will comply with the requirements stated in the Conditions of Consent.
- I understand that my application will not be processed until the application fee is paid in full.

Full name:

Position:

Signature:

Date: