



Exempted Food Business Notification Form

It is an offence under the Food Act 2008 to conduct a temporary food business without approval from the relevant enforcement agency.

Please complete 1 form per stall.

To enable the City to process your notification, please make sure:

- All sections are completed in full
- The notification and associated documents are returned to the City's Health Services at least 2 weeks prior to the proposed temporary food stall

Should you require assistance completing this form, please contact an Environmental Health Officer on 9273 3500.

Exempted food business proprietor details

Name of Applicant _____

Name of Organisation _____

Postal Address _____

Phone _____ A/H _____ Fax _____

Email _____

Trading Location

Type of Stall _____

Address of Stall _____

Date _____ Times of Operation _____

Detailed description of food to be sold

- Are funds being raised solely for purposes that are of charitable or community nature? YES / NO
- Have you read and understood the City's "Exempted Food Business Requirements" document? YES / NO
- Have you and/or your staff successfully completed any food safety training or courses? If so, please specify and provide copies of certificates YES / NO
- Is food handling going to occur on site? YES / NO



Food stall structure (please tick)

- Marquee (enclosed on 3 sides)
- Trestle table* (open at sides)
- Other**

*Trestle table structures will only be approved where no food preparation is occurring and food is sufficiently protected from contamination.

**Provide details _____

Food stall layout

Please submit a diagram detailing the stall layout and include:

- Hand washing facilities
- Benches
- Servery equipment
- Cooking equipment
- Food preparation area
- Food storage area

Temperature control methods for potentially hazardous food

- Cold food must be transported at or below 5°C
- Cold food waiting to be cooked must be kept at or below 5°C
- Hot foods must be cooked to 75°C or hotter. Once cooked the temperature must not drop below 60°C
- All stallholders to have probe thermometer to monitor temperature

Cold foods being transported kept cold by (e.g. fridge, esky with ice bricks)

Cold foods waiting to be cooked kept cold by (e.g. fridge, esky with ice bricks)

Hot foods cooked by (e.g. bbq, hot plate, oven)

Water Supply

Drinkable quality water will be supplied from

Waste water

Waste water will be disposed of via

Signature of applicant

Date

Lodging this form



Email Scan and email to

council@nedlands.wa.gov.au



Fax

Fax to

08 9273 3670



Mail

City of Nedlands PO Box 9
NEDLANDS WA 6909



In person

Administration Centre
71 Stirling Hwy, Nedlands