



# Burdekin Shire Council

145 Young Street, Ayr  
PO Box 974, AYR QLD 4807  
Email: [burdekinsc@burdekin.qld.gov.au](mailto:burdekinsc@burdekin.qld.gov.au)  
Website: [www.burdekin.qld.gov.au](http://www.burdekin.qld.gov.au)

## Food Act 2006 Temporary Food Business

Food Act 2006

### Application for a Temporary Food Business Licence

If you have any specific enquiries regarding how to complete this form please contact Council's Environment and Health Department on (07) 4783 9800.  
Please complete this application in BLOCK LETTERS and tick boxes where applicable.  
If a question does not apply, please indicate by writing "n/a".

The applicant/s is/are to be the person/s in charge of the stall.

### Applicant/s Details

Name of Corporation or Incorporated Assoc.

Title

Title

Family Name

Family Name

Given Names

Given Names

Name of organization  
(If stall is a fundraiser)

I / We hereby make application for the registration of the food stall to operate a temporary food business as detailed below, and declare the information provided to be true and correct.

Signature

Signature

Position

Position

Date   /   /

Date   /   /

Fee: \$

### Contact Details

Postal Address

Locality / Suburb

State

Postcode

Home Ph

Home Fax

Mobile

e-mail:

### Event Details

Temporary Stall

Charity/nonprofit organisation

Proposed Operation Location:

Event Name:

Date(s) of Event:

Duration of event (Hours of operation):

### Type of Food to be Handled: Please tick all boxes that apply

Fish / Seafood products	<input type="checkbox"/>	Hotdogs	<input type="checkbox"/>
Cakes, slices, biscuits	<input type="checkbox"/>	Confectionery	<input type="checkbox"/>
Sandwiches	<input type="checkbox"/>	Salads	<input type="checkbox"/>
Pre-packaged (eg jam, sauces, honey)	<input type="checkbox"/>	Rice / Pasta	<input type="checkbox"/>
Allergy free foods (eg gluten free, no nuts)	<input type="checkbox"/>	Cooked meats (other than those previously listed)	<input type="checkbox"/>
Hamburgers / Sausage	<input type="checkbox"/>	Milk / Ice-cream / Yogurt / Cheese	<input type="checkbox"/>
Other:	<input type="checkbox"/>		<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>

Please specify

## Suitability of Applicants

Please provide details of the skills and knowledge the applicant(s) has to sell safe and suitable food (include any food handler training undertaken):

Does the applicant(s) have a conviction (other than a spent conviction) for a breach of any food legislation?  No  Yes – Please attach details

Has the applicant(s) had a licence suspended or cancelled under any food legislation?  No  Yes – Please attach details

Has the applicant(s) ever been refused a licence under any food legislation?  No  Yes – Please attach details

## Nominate your Food Safety Supervisor:

Will food be prepared (partially or fully) off site – prior to the festival/function?  Yes  No

If yes, provide details:

How will this food be transported? (eg eskys, refrigerated vehicle)

## Food Stall Details Description Required

Roofing

Walls

Flooring

Benches/Counters

Food Display (e.g. Hot box, bain mare, cold display)

Food Storage (e.g. esky, coolroom, large containers)

Thermometer (type)

Washing Facilities (hands and utensils)

Power supply

Water supply (including wastewater disposal methods)

## Stall Layout



Front of Stall

Please attach copy of your Food Safety Supervisor Qualifications

Provide details of your stall

Failure to supply required information will delay the processing of your application

**Lodgement:**

This application must be accompanied by the specifications and drawings as required. Please forward your application to the address on the front of this form.

**Please note: This application MUST be lodged with Council at least seven (7) days prior to the event.**

**Office use only**

Receipt Number:	Licence Number:
Fees Paid:	Date of Issue: <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

**CHECKLIST OF DETAILS TO BE PROVIDED**

**Premise Details**

On your site plan please ensure that you have identified and provided details for the following:

- Walls, roof and floor (ie materials to be used )
- Finish to benches, tables, etc (eg laminate, stainless steel)
- Food display areas
- Food storage areas
- Food preparation areas
- Hand washing facilities
- Utensil washing facilities



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## MINIMUM FOOD BUSINESS STANDARDS FOR ONE-OFF TEMPORARY EVENTS

This information sheet is designed to give stall holders guidance on the minimum standards required to meet the legal obligation described in the *Food Act 2006* and the *Food Safety Standards Australia & New Zealand*. Compliance with these standards may be inspected by an Environmental Health Officer before or during your event.

### STRUCTURE & SITING

- Roof and three walls of durable plastic, vinyl or other approved material. Must be of sturdy construction with a minimum height of 2 metres. (This requirement is to reduce the risk of insects and other airborne contaminants such as dust or ash ending up in the food you are cooking or preparing)
- Floor to be constructed of easy to clean, impervious material (Please note that flooring **must** be provided operating on unsealed ground)
- Wherever possible site your stall with the serving side away from the prevailing breeze on the day
- Tables and benches must have a smooth impervious surface (ie laminate, plastic or secured plastic covering) with all surfaces to be maintained in a clean hygienic condition.

### WASHING FACILITIES

- Hand washing facilities using a 20 litre container with tap and labelled 'Hand Washing Only'.
- Liquid soap and paper towel are required at the hand washing facility.
- Separate utensil washing facilities using a 20 litre container with tap and labelled 'Utensil Washing Only'
- Liquid wastes stored in a sealable container and disposed of into an approved disposal outlet e.g. sewer.
- Paper towel to be used for cleaning benches, equipment and other areas within the stall – tea towels or other material cloths are not to be used.

### COOKING & TEMPERATURES

- All heating and cooking equipment is to be located within the stall
- Walls must be protected from splash, heat and flames (from BBQ's, grills, etc). Contact the QLD Fire & Rescue Service for information regarding fire safety.
- Raw foods must not be displayed outside the stall and must be maintained at the correct temperature.
- **Cold foods: 5°C or below    Hot foods: 60°C or above**

### FOOD PREPARATION

- Cover all foods when not in use with plastic wrap or in containers with tight fitting lids.
- Provide adequate protection from contamination from customers via either a physical screen (e.g. Perspex, glass) or distance (at least 1.5m away)
- Disposable utensils and single use items ie straws, plastic cutlery to be stored in a way as to prevent contamination (e.g. sealed plastic containers)
- Food is to be transported to the site in an enclosed vehicle and under temperature control.
- Utilise tongs, spatulas and spoons wherever possible to prevent unnecessary contact with the food by the food handlers.

## **PERSONAL HYGIENE**

- Clean clothes must be worn and must be appropriate for food preparation
- Hair should be tied back or caps worn
- Food handlers must wash their hands
  - before beginning or resuming work
  - after visiting the toilet
  - after smoking
  - after handling rubbish
  - after handling raw food and before handling cooked or ready-to-eat foods
  - after using a tissue or handkerchief
  
- Smoking is not permitted within the food stall
- Personal effects are to be stored separately from food handling and preparation areas