



# Latrobe Council

170 Gilbert Street,  
Latrobe TAS 7307 Email: [council@latrobe.tas.gov.au](mailto:council@latrobe.tas.gov.au)

Phone (03) 6421 4650  
Facsimile (03) 6426 2121

## APPLICATION FOR A TEMPORARY FOOD BUSINESS, MARKET OR STREET STALL LICENCE

### Event Details if Applicable

Name of Event .....  
Location of event .....  
Date(s) ..... Start time..... Finish time.....  
Type (e.g. Sausage sizzle, cake stall).....  
.....

### Applicants Details

Name of applicant .....  
Name of Organisation/Business.....  
Postal Address for correspondence .....  
..... Postcode.....  
Telephone..... Mobile phone.....  
Facsimile..... Email.....

### Food Details

Type of food outlet (please tick)

Open trestle table  Food Van  Tent/covered stall

other..... eg. (Cakes/slices cooked in home kitchen)

Sale of food

List of all food/drinks to be sold .....  
.....  
.....

Food preparation

List foods to be prepared (i.e. cooked, heated, mixed, cut, etc.) **on-site at the event**.....  
.....

Are any **foods to be prepared anywhere else than at your food outlet?** .....  
If Yes, please provide details.....  
.....

Food storage

Address where food will be **stored prior to transport to event**.....  
.....

Temperature control

Explain how potentially hazardous foods will be kept either cold (not more than 5°C) or hot (not less than 60°C) **during transportation to the event**.....  
.....  
.....



# Latrobe Council

170 Gilbert Street,  
Latrobe TAS 7307 Email: [council@latrobe.tas.gov.au](mailto:council@latrobe.tas.gov.au)

Phone (03) 6421 4650  
Facsimile (03) 6426 2121

Explain how potentially hazardous foods will be kept either cold (not more than 5°C) or hot (not less than 60°C) **during storage and sale at the event**.....  
.....  
.....

Note: **Potentially hazardous foods** are those that support the growth of bacteria including food poisoning bacteria and include foods such as meat and meat products, seafood, chicken, milk, and milk products, gravy, mayonnaise, custard, pastry and other similar type products.

## Skills and Knowledge

Please describe your food handler knowledge? .....

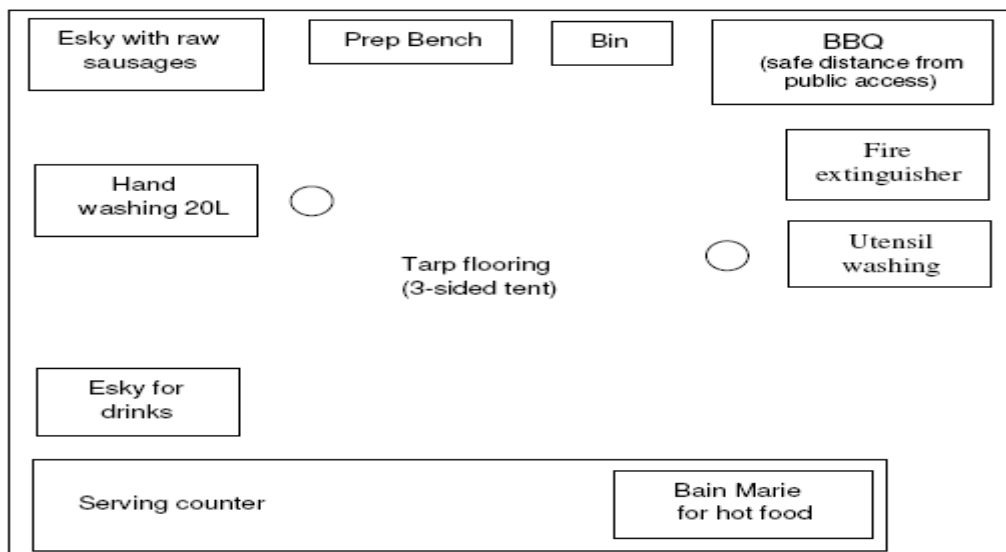
How do you intend to ensure staff have skills & knowledge commensurate with their work activities?

- Food handler training course (Specify).....
- Council run course (Specify).....
- Briefing of staff advising of acceptable food handling practices
- Other .....

## Your foods stall Construction and Layout

If your food stall has potentially hazardous foods, or food handling (cooking, slicing, mixing etc.) is involved please draw a plan of your stall and provide as an attachment. An example below is provided to assist you.

### *Example Only*





# Latrobe Council

170 Gilbert Street,  
Latrobe TAS 7307 Email: [council@latrobe.tas.gov.au](mailto:council@latrobe.tas.gov.au)

Phone (03) 6421 4650  
Facsimile (03) 6426 2121

## Insurance

Please include a copy of current public liability insurance for your organisation

## Fee and Signature

### Application Fee:

- \$20 for a one off event
- \$50 for 2 or more events (valid for financial year)
- \$20 fee with copy of valid registration from other Council
- Community and charity organisations (Not for Profit) – No charge

I agree to comply with all the food safety requirements in DHHS ‘Guideline for Temporary Food Stalls’ and Latrobe Council’s frequently asked questions on food labelling and any conditions on the Temporary Food Business Registration for my event.

Signature of applicant.....Date .....

## Enclosed

- Copy of current public liability insurance policy
- Drawing of stall layout if required
- Copy of food handler training certificates

Office Use Only

Receipt Number ..... Date.....

Amount Paid \$.....

Authority Number if applicable.....Approved EHO.....

Registration Issued .....