



# Fraser Coast Regional Council

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Fraser Coast  
REGIONAL COUNCIL

Email: [enquiry@frasercoast.qld.gov.au](mailto:enquiry@frasercoast.qld.gov.au)

Website: [www.frasercoast.qld.gov.au](http://www.frasercoast.qld.gov.au)

<b>Food Act 2006</b>	<h2 style="text-align: center;">Short Term Food Stall Licence</h2> <h3 style="text-align: center;">Application for a Licence for a Short Term Food Stall</h3> <p>If you have any specific enquiries regarding how to complete this form or applicable fees please contact Environmental Health &amp; Regulation on 1300 7947 29 or SmartLicence on 1300 36 37 11. Please complete this application in BLOCK LETTERS and tick boxes where applicable. If a question does not apply, please indicate by writing "n/a".</p>
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<p>The applicant/s is/are to be the person/s in charge of the stall.</p> <p style="text-align: center;"><b>Fee</b></p> <p><b>Please see current Fees &amp; Charges Schedule for relevant fees</b></p> <p>Not payable if the applicant meets the A.T.O. definition of a 'non profit organisation' and they have not prepared or sold sit down meals on 12 or more days in the financial year. For further information please contact Council.</p>	<h3>Applicant/s Details</h3> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Title</td> <td style="width: 50%;">Title</td> </tr> <tr> <td>Family Name</td> <td>Family Name</td> </tr> <tr> <td>Given Names</td> <td>Given Names</td> </tr> <tr> <td colspan="2">Name of company / organisation <b>If a non profit organisation, attach verification from the ATO</b></td> </tr> <tr> <td colspan="2"> <p>I / We hereby <i>make application</i> for a licence to operate a temporary food stall as detailed below / Notify Council of a food event. Please cross out whichever statement does not apply.</p> <p>and declare the information provided to be true and correct.</p> </td> </tr> <tr> <td>Signature</td> <td>Signature</td> </tr> <tr> <td>Position</td> <td>Position</td> </tr> <tr> <td>Date <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></td> <td>Date <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></td> </tr> </table>	Title	Title	Family Name	Family Name	Given Names	Given Names	Name of company / organisation <b>If a non profit organisation, attach verification from the ATO</b>		<p>I / We hereby <i>make application</i> for a licence to operate a temporary food stall as detailed below / Notify Council of a food event. Please cross out whichever statement does not apply.</p> <p>and declare the information provided to be true and correct.</p>		Signature	Signature	Position	Position	Date <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Date <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
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<h3>Contact Details</h3>	
Postal Address	
Locality / Suburb	State <input type="text"/> <input type="text"/> <input type="text"/> Postcode <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Home Ph <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Home Fax <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Mobile <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	e-mail: _____

<h3>Event Details</h3>	
Short Term Food Premises <input type="checkbox"/>	Charity/nonprofit organisations <input type="checkbox"/>
<i>Please note that this permit is issued for a maximum of seven (7) days.</i>	
Event Name:	
Date of Event:	
Duration of event: (Please list the hours of event)	

<b>Please specify</b>	<b>Type of Food to be Handled:</b> Please tick all boxes that apply	
	Fish / Seafood products <input type="checkbox"/>	Hotdogs <input type="checkbox"/>
	Cakes and slices <input type="checkbox"/>	Confectionery <input type="checkbox"/>
	Sandwiches <input type="checkbox"/>	Eggs <input type="checkbox"/>
	Alcohol <input type="checkbox"/>	Rice / Pasta <input type="checkbox"/>
	Meat pies <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="text"/>	Other: <input type="text"/>
	Other: <input type="text"/>	Other: <input type="text"/>

<h3>Food Stall Details</h3>	
What is the general set-up of the stall (eg tent on concrete floor):	
<input type="text"/>	
<input type="text"/>	

<b>Background information:</b>	How are potentially hazardous foods (including meat, milk, cheese, hot food) going to be stored during the event?
	How will utensils and food be protected from contamination? (storage of utensils and dry goods)
	How will you provide hand washing facilities?
	What provisions have you made for dishwashing and cleaning?
	How will you ensure the food is maintained at the correct temperatures? (eg probe thermometer)
	How will food be delivered to the food stall?
	How many workers on the stall have completed food hygiene training: _____
	Was it with Fraser Coast Regional Council? Yes <input type="checkbox"/> No <input type="checkbox"/> How many? _____

**Site Plan**

Front of Stall

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

**Lodgement:**  
 This application must be accompanied by the application fee and registration fee fixed by Council, and 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 your Council at least seven (7) days prior to the event.**

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

**Privacy Notice:** In using this form you are providing personal information such as name and contact details. This information will be used for the purpose of processing your application as required under the *Food Act 2006*. Your personal information will be accessed by persons who have been authorised to do so. Your personal information is handled in accordance with the *Information Privacy Act 2009*.