



Mobile Food Vendor Permit Application

Richardson Place
PO Box 124
Roxby Downs SA 5725
Phone 08 8671 0010
roxby@roxbycouncil.com.au
www.roxbydowns.sa.gov.au

Please complete and return to the Municipal Council of Roxby Downs with the relevant attachments as detailed below. Payment must be made in full before a permit is issued. A permit is issued on a Monthly or Annual basis only. Once an application has been submitted and reviewed, it may be presented for public consultation and the request may require formal approval at a Council Meeting.

Please indicate your intended starting date: _____

Please indicate the type of permit required: Monthly Annual (12 months)

APPLICANT DETAILS			
Full Name			
Business Name (as shown on the Food Business Notification)			
Address			
Business Phone		Mobile Phone	
Email			
Address where Mobile Food Vehicle (MFV) is to be located			

MOBILE FOOD VENDING DETAILS							
Please select your type of set up					Vehicle Registration		
<input type="checkbox"/> Cart	<input type="checkbox"/> Truck/Van	<input type="checkbox"/> Trailer	<input type="checkbox"/> Caravan				
Will you be trading on a regular basis? If Yes, please detail below.						<input type="checkbox"/> Yes	<input type="checkbox"/> No
Days of the week:	<input type="checkbox"/> Mon	<input type="checkbox"/> Tues	<input type="checkbox"/> Wed	<input type="checkbox"/> Thurs	<input type="checkbox"/> Fri	<input type="checkbox"/> Sat	<input type="checkbox"/> Sun
Times of the Day:							
Description of food being sold							
Please provide details of your trade waste disposal arrangements, including grey water							

WHAT YOU WILL NEED	
<input type="checkbox"/>	Public Liability Insurance of Currency for the amount of \$20 million.
<input type="checkbox"/>	Copy of your Food Business Notification Number.
<input type="checkbox"/>	Photo of Vehicle.
<input type="checkbox"/>	I/We acknowledge compliance with Mobile Food Vending Guidelines and Regulations, Food Act 2001, Food Safety Standards and relevant regulations for my business.
<input type="checkbox"/>	I/We have read and understand the Municipal Council of Roxby Downs' Mobile Food Vendor's Policy and its Location Rules.

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Please ensure you have read and understand the Municipal Council of Roxby Downs's Mobile Food Vendor's Policy, including its Location Rules before you apply for a permit with the Municipal Council of Roxby Downs. The associated policy is available on the Council's website: <http://roxbydowns.sa.gov.au/page.aspx>.

General Conditions of Operation:

- To ensure public safety mobile food vending requires a permit be issued by Council.
- Permits are valid for a period of either 1 month or 12 months.
- Permits are non-transferrable unless written permission is granted from Council.
- The permit is to be carried at all times while vending and produced upon request by an authorised Council Officer or Police Officer.
- Consideration will be given for all other business's trading with same or similar services. A mobile food vending business holding a permit issued by the Council must select a site for operation which allows for a reasonable distance between the mobile food vending business and fixed food businesses during the operating hours of the fixed food businesses. A reasonable distance will depend on the circumstances and may vary from location to location. A fixed food business is defined as a business where the primary purpose is retail sale of food or beverages that is carried on at fixed premises. Fixed food businesses include cafes, restaurants, takeaway food businesses, bakeries, supermarkets and service stations.
- Signage will be affixed to the Vehicle in the form of advertising and if any form of sandwich board is desired a separate application will be made to Council for consent.
- An application for Food Business Notification Number will be sought through the Council. Routine inspections will be carried out by the Environmental Health Officer as required and access will be provided upon request.
- Council can condition, modify or revoke a mobile food vending permit as it sees fit.
- The sale of alcoholic beverages is not permitted.

For additional information on food safety requirements, please contact the Council on 8671 0010 or email roxby@roxbycouncil.com.au.

In making this application, I/we acknowledge that I/we have read, understand and agree to be bound to the Conditions of the Authorisation and declare that the particulars provided by me/us with regard to the proposed alteration are true and accurate.

I, _____, acknowledge that I have read and understand the above information and the Mobile Food Vendor's Policy and agree to abide by and be bound by them.

Signed: _____ Date: _____