

Shire of Wickepin

Temporary Food Stall Application Form

To enable us to process your application please make sure the application form is completed in full and returned to the Shire of Wickepin *at least 2 weeks prior to the event.*

Details of Event	
Name of Event:	
Location of Event:	
Date(s)	From:/...../..... To:/...../..... (inclusive)
Event Times	From: To:
Group/ Organisation/ Club/ Individual Responsible for the Food Stall	
Name:	
Address:	
Mail Address:	
Phone:	
Email	
Fax:	
Stall Details	
Foods to be Sold:	
Food Stall Structure <i>please tick one or more</i>	<input type="checkbox"/> Marquee (enclosed on 3 sides) <input type="checkbox"/> Trestle Table* (open at sides) <input type="checkbox"/> Food Van *Trestle table structures will only be approved where no food preparation is occurring and food is sufficiently protected from contamination
Equipment and Temperature Control Methods	<input type="checkbox"/> Thermometer All stallholders with hot food to have a thermometer on-site <input type="checkbox"/> Hot Water <input type="checkbox"/> Hand Washing facilities - liquid soap and paper towel <input type="checkbox"/> Overhead protection over all cooking/preparation area
Hot Foods <i>please tick one or more</i>	<i>Hot foods must be kept above 60°C</i> <input type="checkbox"/> I am not serving hot foods <input type="checkbox"/> Oven <input type="checkbox"/> Hot Plate/ BBQ <input type="checkbox"/> Microwave Oven <input type="checkbox"/> Bain-marie <input type="checkbox"/> Fire Extinguisher / Blanket

Cold Foods <i>please tick one or more</i>	<i>Cold foods to be stored below 5°C</i> <input type="checkbox"/> None of my foods are perishable or require cold storage Fridge <input type="checkbox"/> Esky with ice bricks (water from melting ice increases the risk of food contamination, so loose ice is not acceptable) <input type="checkbox"/> Other
Foods Prepared <u>Prior</u> to Event – Commercial	
<i>A copy of the relevant Local Government Approval is required for foods prepared on premises outside of the Shire of Wickepin</i>	
Address where food was prepared	
Food Van Details	
<i>All food vans are required to be approved by the Local Government in which the van is normally garaged</i>	
Home Address of Van	

For further information or assistance please contact Ming Zhuo, Environmental Health Officer/Authorised Officer Development & Regulatory Services
P: (08) 9890 0900 M: 0427 985 398

OFFICE USE ONLY	
<input type="checkbox"/> Application received _____(date)	
<input type="checkbox"/> Shire of Wickepin Guidelines for Cake Stall /Food Stall / Sausage Sizzle issued	
<input type="checkbox"/> Further info requested _____(date)	
<input type="checkbox"/> Other Local Government Home Occupation or Food Van approval required	<input type="checkbox"/> Attached _____(date)
<input type="checkbox"/> Inspection required <input type="checkbox"/> booked _____(date)	<input type="checkbox"/> Completed _____(date)
<input type="checkbox"/> Approved _____(date) <input type="checkbox"/> Added to Register	<input type="checkbox"/> Not Approved _____date)
Comments _____ _____ _____ _____	