



CENTRAL COAST COUNCIL TEMPORARY AND MOBILE FOOD BUSINESS NOTIFICATION

The Owner / Operator

Any temporary or mobile food business is required to notify Central Coast Council if it is intended to conduct business at any event within the Central Coast local government area. A notification fee is not charged, however, where an inspection is conducted, an inspection fee and an administration fee may be invoiced following the event.

You are required to:

- (a) Submit the Notification Form. Note, no fee is required until you have been inspected.
- (b) Comply with the requirements of the *NSW Food Act 2003*, *NSW Food Regulation 2015*, Australian New Zealand Food Standards Code and relevant guidelines,
- (c) Display the Council Approval to Operate in your stall at the event, and
- (d) Pay any inspection fees (\$90) and an administration fee (\$110) that may be invoiced after the event.

Note: If your food business is resident in a Council area other than Central Coast, a copy of an inspection report, i.e. the FPAR report dated within the past 12 months is required to be submitted with the notification form to avoid paying the administration fee.

Not-for-profit fundraising organisations are still required to submit a Notification Form.

The Approval to Operate issued permits the food business to be conducted only on sites that have a current development consent. Operators are encouraged to contact Council or the event organiser to determine if there is a valid development consent for the event.

For further information, please contact our Customer Service Centres on 1300 463 954.

ENVIRONMENTAL HEALTH OFFICER

Licence Number

Customer Service Officer

Amount Paid

Debtor Number

Receipt Number



Notification - Temporary and Mobile Food Business

Use this form to apply to Central Coast Council to apply for approval when you intend to operate a Temporary or Mobile Food Business within the Central Coast Council Local Government Area (LGA).

Lodge a completed notification with Council at least 21 days prior to an event. Operators who fail to submit a notification prior to an event may not be permitted to trade.

1. OPERATOR DETAILS

Full Name

Trading Name

ABN

Address Details

Mobile

Business

Other

Email

Food Safety Supervisor Name

Food Safety Certificate No.

Issue Date

 /

2. NOTIFICATION TYPE

- Central Coast Council Resident
- Non Central Coast Council Resident (supply a copy of recent 'home' Council inspection form)

Name of 'home' Council

Expiry Date

 /

Certificate/Approval Number

- Not for Profit Organisation

3. FOOD BUSINESS DETAILS

Stall Description

Or

Mobile Food Vehicle Registration No

Address where vehicle is normally garaged, if different to Applicant's address

4. PROPOSED FOOD FOR HANDLING AND SALE

Type of foods to be sold

Food preparation will be within a stall / within a commercial kitchen

at home other

If food is to be prepared off site e.g. home or commercial kitchen, what is the name and address of the facility?

Local authority has approved use of this facility for the purposes of food Yes No

Food Premises Assessment Report (FPAR) Report Date

where food is prepared.

(A copy must be included as a separate document in order for the application/notification to be processed)

Will Potentially Hazardous Foods (PHFs) Yes No

If Yes,

How will food be stored during transport?

How will food be stored at the event?

5. PRIVACY & PERSONAL INFORMATION

Information on this form is collected by Council for administrative and assessment purposes. It will be used by Council staff for the purpose of processing your application. This application form and any supporting documents you provide may be made available for public access under the *Government Information (Public Access) Act 2009*.

6. APPLICANT'S DECLARATION

I the undersigned, declare that the details provided to Central Coast Council are, to the best of my knowledge, true and correct.

Signature

Date