

# Central Highlands Regional Council



- Blackwater     Capella     Emerald  
 Springsure     Other - Please Specify: \_\_\_\_\_

65 Egerton Street, Emerald  
PO Box 21,  
EMERALD QLD 4720  
**Telephone:** 1300 242 686    **Facsimile:** 1300 242 687  
**Email:** [enquiries@chrc.qld.gov.au](mailto:enquiries@chrc.qld.gov.au)  
**Website:** [www.chrc.qld.gov.au](http://www.chrc.qld.gov.au)

*Food Act 2006*

## Temporary Caterers Permit Application

Contact Council if you have any specific enquiries regarding fees or how to complete this form. Type or print clearly and select boxes where applicable. Enter "n/a" if the question does not apply.

### Application is for

Temporary Caterers Permit      Fee      \$

### Applicants Details

Business name must be registered with the Office of Fair Trading.

If a vehicle or stall – advise exact location??

Enter postal address if different from street address.

|                   |        |          |
|-------------------|--------|----------|
| Business Name     | ABN    |          |
| <b>OR</b>         |        |          |
| Individuals Name  |        |          |
| Street address    |        |          |
| Locality / Suburb | State  | Postcode |
| Postal address    |        |          |
| Locality / Suburb | State  | Postcode |
| Contact person    |        |          |
| Contact ph.       | Mobile |          |
| Contact fax       | Email  |          |

### Event Details

If there are additional vehicles, please attach additional vehicle information to this form.

|                         |   |   |
|-------------------------|---|---|
| Name of Event           |   |   |
| Date                    |   |   |
| Location                |   |   |
| Event Co-ordinator      | . | Contact No.                                       |
| Reason for Application: |   | <input type="checkbox"/> Private Business         |
|                         |   | <input type="checkbox"/> Charity Fund Raising     |
|                         |   | <input type="checkbox"/> Non- Profit Organisation |

### Business / Charitable / Non – Profit Organisation's Name:

|                   |             |          |
|-------------------|-------------|----------|
| Contact Person:   |             |          |
| Street Address    |             |          |
| Locality / Suburb | State       | Postcode |
| Email             | Contact No. |          |

|                                   |  |
|-----------------------------------|--|
| <b>Stall Construction Details</b> |  |
| Roofing                           |  |
| Walls                             |  |
| Flooring                          |  |
| Benches / Counters                |  |

|   |  |
|---|--|
| <b>Food Safety and Storage Facilities</b>   |  |
| <b>Electrical Appliances (includes cooking, heating, hot and cold food storage and equipment)</b>   |  |
|   |  |
|   |  |
| <b>Electrical Power Required (amps)</b>   |  |
|   |  |
|   |  |
| <b>Electrical Power Output (watts)</b>  |  |
|   |  |
|   |  |
| <b>Food Type</b>  |  |
|   |  |
|   |  |
| <b>Temperature Control (e.g. eskies with ice)</b>   |  |
|   |  |
|   |  |
| <b>Protection of food from contamination (e.g. plastic wrapping or enclosed containers)</b>         |  |
|   |  |
|   |  |
| <b>How will eating, drinking and cooking utensils be protected from contamination in the stall?</b> |  |
|   |  |
|   |  |
| <b>How is food going to be transported to the event? (e.g. esky with ice)</b>                       |  |
|   |  |
|   |  |

|  |  |
|--|--|
| <b>Washing Facilities</b>  |  |
| <b>How are food handlers in the stall going to wash their hands?</b> |  |
|  |  |
|  |  |
| <b>How are utensils and equipment going to be cleaned?</b>           |  |
|  |  |
|  |  |

|  |      |
|--|------|
| I declare the information provided in this application to be true and correct. |      |
| Signature  | Date |
|  |      |

|                        |      |
|------------------------|------|
| <b>Office use only</b> |      |
| Fee Amount             | Date |
| Receipt No.            |      |

**INFORMATION REGARDING TEMPORARY CATERERS PERMIT**

- Food preparation and sale must be carried out in an approved food establishment which includes a food van approved by the Council (list available on request). The sale of softdrinks, cakes (not containing custard or cream), sealed biscuits and confectionery is excluded from this provision.
- The use of existing licensed food establishments to provide food to temporary caterers is encouraged.
- All food stored, packed and displayed must be suitably wrapped or contained to preclude contamination by dust, flies, etc. Every occupier or owner of any food establishment is to comply with the 'Food Act 2006' with regard to conduct and cleanliness.
- An application may require two (2) weeks to consider especially if it is one of many for a particular event.
- An event includes Flea Markets, Fetes, and more than one street stall for the same purpose, Mardi-Gras, Home Shows, Festivals and Sporting Functions. An application is to be read in conjunction with the minimum requirements for Temporary Food Establishments (available on request).