

EVENT FOOD VENDOR FORM

This form is required if you are selling or providing any food or beverages to the public when participating in events within the Snowy Valleys region. This application is a one-time process unless your details change, in which you must resubmit this form.

For more detailed information on this form and its requirements please refer to the Event Management Guide on Councils website - www.svc.nsw.gov.au/Planning-an-Event.

BUSINESS DETAILS	
Trading Name:	
Applicant Name:	
Organisation:	
Organisation ABN:	
Postal Address:	
Email Address:	
Phone:	

VENDING DETAILS	
Council your food premises is registered:	
Type of food being prepared at event:	
Type of food premises:	☐ Home-based food business ☐ Food stall ☐ Mobile Food Vendor
Will all food be prepared at the event? ☐ Yes ☐ No <i>If No, - Please specify address food will be prepared.</i> <i>- Types of food that will be prepared off site.</i>	
Mobile Food Vendor - Vehicle Registration Number:	

FOOD SAFETY SUPERVISOR

Food Safety Supervisor Name:			
Certificate Number:		Expiry:	

ONSITE REQUIREMENTS

Ensure you have a copy of the below documents on hand within your Temporary Food Premises:

- Public Liability Insurance – **Certificate of Currency**.
- Most recent **Inspection Report**.
- **Food Safety Supervisor Certificate**.

CONFIRMATION AND ACKNOWLEDGEMENT

- I understand that my temporary food premises may be inspected by Council officers at the officer's discretion and a fee may apply.
- I acknowledge I have filled out all required areas of my application and will update Council should any changes occur.
- I certify to the best of my knowledge that the statements made in this application and any supporting documentation are true and correct, with no misleading or discriminatory content.

Signed:		Date:	
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HOW TO RETURN THIS FORM

Email:	info@svc.nsw.gov.au Attn: Events and Grants Officer
In Person:	Tumbarumba Office: 16 Bridge Street, Tumbarumba Tumut Office: 76 Capper St, Tumut

Council offices are open to the public Monday – Friday 8:30am – 4:30pm (excluding public holidays).

PRIVACY STATEMENT

Snowy Valleys Council (council) is collecting your personal information solely for the purpose of administering this application. Council will take all reasonable and appropriate steps to protect the privacy of individuals having regard to the requirements of the *Privacy and Personal Information Protection Act 1998* and the *Government Information (Public Access) Act 2009*. Council will not disclose your personal information to any person or body if it is not directly related to the purpose for which the information was collected. Questions concerning privacy or the use of your personal information may be referred to Council's Public Officer.