

TEMPORARY FOOD PERMIT NOTIFICATION (One Off)

This application must be lodged with Wakefield Regional Council at least fourteen (14) days prior to the event where the food will be served. Once the application has been approved a permit will be issued. The permit must be produced if requested on the day of the event by Council staff. The application is a requirement to operate a food event within Wakefield Regional Council under the *Food Act 2001* South Australia.

Please note this permit does not cover your permit to use Council land or use a public road for business purposes (for example a street stall). A separate "Permit to Use Road for Business Purpose" form will need to be submitted to Council.

Please submit completed application forms to Wakefield Regional Council, Scotland Place, Balaklava or via email to admin@wrc.sa.gov.au

For further information please contact the Environmental Health Officer on (08) 8862 0800.

A. Applicant Details						
Contact Person:						
Business/Organization Name:						
Postal Address:						
	State:				Postcode:	
Telephone:		Mobile:		Email:		
Type of set-up:	Stall:	Vehicle:	Trailer:	Other:	>	
B. Event Details						
Event Location:				Event Date(s):		
Contact Name:				Operating Times:		
Type of Food to be supplied:						
Is Food prepared on site:		Number of Food Handlers at Event:				
If 'No' provide details of preparation:						
Is a Section 222 permit required? (Permit for Road Usage)				Yes	No	
C. Food Safety Controls						
Complete detail/description of the following controls you are able to provide during the event:						
Handwashing:	Cold Food Storage:	Hot Food Storage:		Food Display:		

Dry Storage:	Water Supply:	Waste Management:	Water Disposal:
Preparation Area:	Cleaning Supplies:	Food Transport/Disposal:	Thermometer: First Aid: Fire Extinguisher: Staff Amenities:

D. Declaration			
I declare that the information contained in this Notification of Trade form is accurate and complete. I am aware an inspection of my business may be undertaken prior to or during the event by Council's Environmental Health Officer. I understand my business is subject to Administration of the Food Act.			
Name:		Date:	
Signature:			

Conditions for Temporary Food Premises

1. Only single serve, disposable containers should be used to minimize need to wash-up.
2. Work surfaces and utensils are to be regularly cleaned and if the utensils come in contact with ready-to-eat food, then the utensils must also be sanitised.
3. Solid wastes are to be temporarily stored in rubbish receptacles with close fitting lids.
4. Operators are required to take all practical steps to prevent access to food by flies and other vermin.
5. All food on display shall be covered so as to protect it from contamination by the public, dust, insects, etc.
6. The public is to be denied access to work areas.
7. No ground surface storage of food or equipment is allowed unless it is contained within suitable impervious storage containers with tight fitting lids.
8. Cold storage refrigeration and heating/holding appliances must be provided to keep food within the correct temperature range (cold food below 5C, hot food above 60C). Eskies with ice or freezer bricks may be used to keep food cold. You can transport or keep potentially hazardous food out of temperature control for short periods of time by applying the 2 hour/4 hour guide. This guide means that you can have freshly prepared food out of temperature control for up to 2 hours then refrigerate it for later use. If out of temperature control for between 2 hours and 4 hours the food is to be consumed. After 4 hours the food is to be thrown out.
9. Suitable probe thermometers with alcohol swipes accurate to +/- 1C must be available on the site.
- 10 Farm killed meat is prohibited to be sold for human consumption under the Meat Hygiene Act 1994. Meat must have been processed by the holder of an accreditation or a person exempt from the requirement to hold an accreditation in relation to processing the meat. Evidence of the origin of meat may be required of the outlet.
11. Fire extinguishers should be provided where cooking or heating processes are used. Where hot fat or oil is used for cooking a fire blanket must also be held.

Hand Washing Facilities in Temporary Food Outlets

Hand washing, antibacterial liquid soap and a single use means of drying hands must be provided where food is packed, prepared or served. Cloth towels must not be used. If using disposable gloves change them often and wash & dry hands periodically before putting on fresh gloves.

Sufficient quantities of potable (drinking) water must be available for activities such as hand washing, food preparation and cleaning. It is suggested that a plastic drum of around 10-20L capacity be used with an integral tap.



Hands must be washed using soap and water:

- Before commencing work;
- After using a toilet;
- After smoking or eating or handling a handkerchief;
- After touching hair;
- Between handling raw and cooked foods;
- Any other time hands may be contaminated.

Water Temperature

Warm water for hand washing is desirable.

Frame Tent Stalls

Water supply as above, basin or bowl, antibacterial liquid soap, single use paper towels on a separate stand or table at waist height. Bin for used paper towels. Cloth towels must not be used due to the risk of cross contamination.

Food Vending Vehicles

These should have approved existing hand washing facilities. If not, then the same provisions apply as for frame tent stalls.