

# APPLICATION TO SELL FOOD IN A PUBLIC PLACE FROM A VEHICLE OR ARTICLE

Part F7 Section 68 Local Government Act 1993 and Section 125 Roads Act 1993  
Dubbo Regional Council Policy – Mobile Food Vendor



Please complete this form to apply for an approval/renewal with Dubbo Regional Council to use the vehicle described hereunder for the purpose of selling the following food for human consumption.

APPLICATION DETAILS	
Description of food	
Area of Operation*	
Period of Operation	
Application Status	<input type="checkbox"/> New Application <input type="checkbox"/> Renewal

*\*If necessary, please attach map indicating site or proposed route.*

APPLICANT DETAILS	
Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other - Please specify:
Name/s	
Residential Address <i>Include City, State &amp; Postcode</i>	
Postal Address <i>Include City, State &amp; Postcode</i>	
Contact Number	
Email Address	

BUSINESS DETAILS	
Your Name	
Company Name	
ABN	
Company Address <i>Include City, State &amp; Postcode</i>	
Postal Address <i>Include City, State &amp; Postcode</i>	
Contact Number	
Email	

*\*Ancillary articles include items such as waste containers, lighting, power source and signs which are separate to the vehicle/article.*

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In the event of the Approval being granted, I undertake to observe the following conditions:

- 1) This approval relates to operation from a public place only and does not give approval for operation from private land for which separate Development Approval may be required. Operation at approved organised events (eg markets) is a matter for the event organiser.
- 2) Public Liability Insurance with a minimum cover of \$20 million and noting Dubbo Regional Council as an interested party must be current at all times during the approved period.
- 3) The vehicle or article must not operate within 100m of a retail food premise open for trading and 100 metres of any licensed premises. This distance relates to the boundary of allotment(s) upon which the subject premises is located.
- 4) The requirements of the NSW Road Rules, Food Act 2003 and Regulations thereunder, the Local Government Act 1993 and Regulations thereunder shall be strictly observed.
- 5) Mobile vending can be carried out for a maximum of 30 minutes at any one position (unless continuously serving or requested by an authorised officer to leave the area). After stopping to vend, the vending vehicle must drive a minimum of 100 metres before again stopping to vend.
- 6) Chimes or like devices used to attract attention shall not be used between the hours of 8.00 pm and 8.00 am nor shall be used within 90 metres from any hospital, schools during school hours or churches in service.
- 7) The vehicles shall not enter any Public Reserve unless special permission to do so is first obtained, nor shall such vehicles operate within 200m of the entrance to a Reserve so as to cause obstruction to pedestrian or vehicular traffic.
- 8) The proposed activity shall not be carried out on any classified road as defined by the Roads Act (ie freeways, highways, state works, etc).
- 9) Warning signs alerting motorists to the presence of children shall be displayed on the vehicle to the satisfaction of the Director Development and Environment.
- 10) The requirements relating to the operation of food stalls within the Dubbo Regional Council Local Government Area, as set out below:
  - a) Smoking whilst preparing or selling of food is strictly prohibited.
  - b) Every person preparing, or serving food for sale shall avoid any unnecessary contact with such food during preparation or serving and for this purpose shall observe the following requirements:
    - i) A person shall not serve unwrapped sweets or any sticky substances with the fingers, but shall use a scoop or other suitable implement for every such purpose.
    - ii) A person shall not serve unwrapped cheese, smallgoods, cooked meats or sandwich fillings with the fingers, but shall use a fork or other suitable implement for every such purpose.
    - iii) A person shall not apply his fingers to his mouth, eyes, ear, nose or scalp during the performance of such packing or serving.
    - iv) A person shall not use his breath to open any bag or wrapper.
    - v) A person shall not wipe his hands upon his clothing or by any other means than with a clean towel.
    - vi) A person shall not permit any other person to handle with the fingers any food, which he himself is prohibited from handling with the fingers.
    - vii) Persons operating food stalls shall at all times maintain their bodies and clothing in a clean condition.
    - viii) A receptacle containing clean water, soap and clean washable or disposable paper towels shall be provided for use by persons preparing or selling food at such stalls.
    - ix) Sufficient garbage bins with close fitting lids shall be provided for the reception of waste and scraps from within the stall.
    - x) Wastewater shall be disposed of by discharging by flexible pipe to Council's sewer.
    - xi) Articles of food, together with utensils used for storage, preparation and sale of such food shall at all times be protected and maintained free from dust, flies and insects.
- 11) The Council reserves the right to alter, add to or delete any such condition as it considers to be necessary in the public interest.

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APPLICANT SIGNATURE	
Signature	
Print Name	
Date	

**PRIVACY NOTE:**

Council is bound by the provisions of the Privacy and Personal Information Act 1998, in the collection, storage and utilisation of personal information provided in this form. Accordingly, the personal information will only be utilised for the purposes for which it has been obtained. For further information, please refer to Council's Privacy Management Plan Policy located on Council's website [www.dubbo.nsw.gov.au](http://www.dubbo.nsw.gov.au)

FEEs
<b>Note to Applicant:</b> There is a fee associated with this application. For Council's current Fees and Charges, refer to our website <a href="http://www.dubbo.nsw.gov.au">www.dubbo.nsw.gov.au</a>
<b>Invoice payments can be made via Council's online portal DRC&amp;ME or at one of the Customer Experience Centres.</b>

OFFICE USE ONLY					
Receipt Type	31	Amount		Receipt Number	
Cashier				Date	
General Ledger	01.07262.5630.0556				