

	DEVELOPMENT CONTROL	Record ID/Series:	
	Mobile Food Van Vendor Application	File Number:	
	DCSB-03 Form 08	Version No:	1.0
	<u>FORM</u>	Issued	2021
		Next Review	As Required
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Application for use of public road for business purposes pursuant Section 222 of the Local Government Act 1999, subject to the location rules as per Section 225A

*Please allow at least 7 days from the date of application for applications to be assessed.

1. Applicant Details:			
First Name:		Surname:	
Name of Business			
Business Address:		Postcode:	
Postal Address:		Postcode:	
Contact Phone Number:		Mobile:	
Email Address:			
Website/Social media site:			

Trading Name:	
Mobile Food Vending Business ABN Number:	
Food Business (Notification) Number	
Vehicle description, model and type: (Car/truck/van/trailer/other)	
Vehicle weight (kg):	
Vehicle Registration Number and expiry date:	

2. Description and type of food products

3. Term of permit (please select one)			
Commencement Date		Expiry Date	
Select	<i>Fees and Charges – please refer to Council’s Fees and Charges for appropriate fees</i>		Total Fee
<input type="checkbox"/>	Annual Permit		\$
<input type="checkbox"/>	Daily Permit		

Note:

Annual Permits will be valid for 12 Months from the date of approval.
Daily Permits will be valid for a calendar day only

4. Requested DAYS and TIMES of operation: (Refer to location rules for time restrictions)

From:	am/pm	To:	am/pm	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
From:	am/pm	To:	am/pm	Sun	Mon	Tues	Wed	Thurs	Fri	Sat

5. Preferred location.
 Refer to DCSB DC 03.03 Mobile Food Vendor Policy - Location Rules for operating areas.
 Include a description and maps if necessary.
 Note: Operating on any State Government Road or land will require separate approval from the Department for Infrastructure and Transport. Private Land is not subject to this Policy.

6. Power Source
 Will you be supplying your own power source YES / NO / N/A
 Do you wish to utilise a Council Power Source YES / NO
If you wish to use a Council Power Source you MUST list below all equipment and their power requirements below
 Note: when approved to use Council's Power Supply, the cost of such supply will be negotiated and included in the issuing of the Mobile Food Vending Permit (Council reserves the right to not approve access to its power sources)

7. Public Liability Insurance

The Permit holder must hold \$20 Million public liability insurance for the duration of the permit term.

The Permit Holder must provide a copy of the Certificate of Currency in the name of the Permit Holder to Council before a Permit or renewal will be granted, ensuring the Permit holder for the minimum sum of **twenty million dollars (\$20,000,000)** against all actions, costs, claims, damages, charges, and expenses whatsoever, which may be brought, made, or claimed against the Permit Holder in relation to the activity.

If insurance expires during the permit period, the permit holder must provide a copy of the updated policy prior to expiry. Failure to do so will result in the permit being cancelled upon the expiry of the Public Liability Insurance.

Policy Holder Name:			
Insurer Details:		Sum Insured:	
Expiry Date:	___/___/ 2020	Certificate of Currency attached:	YES / NO

8. Risk Assessment	
<p>A risk Assessment may be required as a permit condition should Council consider the application requires.</p> <p>If you have a Risk Assessment previously completed, please attach a copy.</p>	
RA Attached:	
Vendor Comments:	

9. Certificates			
<p>Certificates of currency for electrical, gas (and other similar installations) must be provided to ensure that modifications have been undertaken by licensed personnel.</p>			
	Certificate Number	Contractor Name	Copy Attached
Electrical:			YES / NO
Gas:			YES / NO
Other:			YES / NO

10. Signage
<p>If your mobile food vending business will be displaying signage that is not directly attached to your mobile premises, for example;</p> <ul style="list-style-type: none"> - Banner - Stand Alone Banner - A Frame - Other Signage
<p>This signage will be subject to Council's Advertising Policy, By-Law #2 and Moveable Signs Policy and a separate application must be completed.</p>
<p>DCSB I 14.59 – Business Signage Application Form</p>

11. Road Closure
<p>If you are requiring a road closure you will need to complete a Road Closure Application Form</p>
<p>DCSB TM 20.03 Temporary Road Closure Application</p>

12. Applicant declaration:

- Have read, understand and agree to abide by the District Council's of Streaky Bay's Mobile Food Vendor Policy and Location Rules and Understand that a Mobile food Vending permit does not provide exclusive or sole use of any site.
- Understand that the permit to be issued is not transferrable, and refunds will only be considered for annual permits where the permit is cancelled or surrendered.
- Agree to provide a copy any permit issued, to any Council Officer or Police Officer upon request.
- Understand that I am responsible for ensuring the public liability insurance policy remains current for the duration of the permit; and that the Mobile Food vending permit will expire if the public liability insurance policy expires or if confirmation of renewal (updated Certificate of Currency) is not provided to Council as soon as possible after the expiry date listed on this application;
- Understand that a breach of Council's Mobile Food Vending Policy or Location Rules may result in cancellation of the permit.
- Agree to ensure that all sites will be left in a clean and tidy state, and that all rubbish, liquid or waste will be contained and removed from the site and be disposed of in the appropriate manner.
- All work and modifications to the vehicles used under the Mobile Food Vendor Permit (including electrical and gas systems and appliances) have been undertaken by appropriately licensed and qualified personnel where required by any legislation or regulatory body.

I hereby submit this application for a permit to conduct a mobile food vending business,

- From the vehicle identified in this application.
- On public land within the Streaky Bay Council area, subject to compliance with the Council's location rules and Council Mobile Food Vending Policy prepared in accordance with Section 225A of the Local Government Act 1999
- Subject to any general conditions and any special conditions that may be provided on any issued permit.

Applicant's Name: _____

Applicant's signature: _____ Date: ____/____/____

OFFICE USE ONLY		
RECEIVING STAFF		
Policy and Location Rules provided to applicant	Yes	No
Location within Policy and Location Rules	Yes	No
Minimum \$20M Public Liability Insurance Copy Provided	Yes	No
Public Liability Insurance Expiry Date	____/____/____	
Risk Assessment Completed	Yes	No
Signage Application Required and Completed	Yes	No
Road Closure Application Required and Completed	Yes	No
Check Skytrust – has applicant previously provided documents for registering in SkyTrust	Yes	No
Has applicant previously been refused an application	Yes	No
MANAGEMENT APPROVAL		
Referrals		
Health Referral	Yes	No
Department for Infrastructure and Transport	Yes	No
Receipt Number		
Permit Decision		
Approved	Denied	
Additional Specific Conditions:	Yes	No
Variations to requested times, dates or locations:	Yes	No
Name of Officer:	Position:	
Signed:	Dated:	
POST APPROVAL CHECK LIST		
Permit Completed and Forwarded to Applicant	Yes	No
Permit – Copy into SkyTrust and Electronic Records Systems	Yes	No
General Inspector Notified	Yes	No