



# Application for mobile food vending

This application form can be used for

- vehicle inspection/licence
- registration of food business in Lake Macquarie
- operating on Lake Macquarie public roads and public lands

## Section 1: Applicant details

Title	<input type="text"/>	Given name/s	<input type="text"/>	Surname	<input type="text"/>
Business name	<input type="text"/>			ABN	<input type="text"/>
Postal address	<input type="text"/>				
Business telephone number	<input type="text"/>	Mobile number	<input type="text"/>		
Email address	<input type="text"/>				

## Section 2: Vehicle details

Vehicle make	<input type="text"/>	Vehicle registration number	<input type="text"/>	
Size and weight dimensions of the vehicle	<input type="text"/>			
Where is the vehicle garaged	<input type="text"/>			
Do you have a current vending vehicle inspection/licence in another Local Government Area?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

## Section 3: Food products

Food and/or product being sold

Food safety supervisor

Name	<input type="text"/>	Certificate number	<input type="text"/>
Position	<input type="text"/>	Date issued	<input type="text"/>

## Section 4: Operational locations

Date you wish to commence trading in Lake Macquarie

Do you intend to vend on Lake Macquarie City Council Public Roads, parks, or other public spaces  Yes  No

Trade on Council roads is limited. Councils Local Approvals Policy covering Mobile Food Vending Vehicles outlines the criteria by which low-impact activities can be undertaken with and without approval from Council.

Do you intend to vend at events/markets  Yes  No

Mobile food vending carts/vans can sell food at approved events/community market days and the like, held on public land, and provided prior approval from the event organiser or operator is obtained.

Do you intend to vend on private land  Yes  No

Different rules apply for mobile food vending on private land. To leave the vehicle on private land in a single place and continually trade from that place, may require development consent for that land use.

Please provide a brief description of the specific areas in which the vendor intends to operate

## Section 5: What to include with your application

- ✓ Copy of RMS Vehicle Registration
- ✓ Food safety supervisor certificate
- ✓ Copy of the mobile food vending vehicle food safety inspection licence if already issued by another council
- ✓ Copy of registered charity approval if applying for fee exemption

### Additional documentation required for vending on Public Roads and Public Land in Lake Macquarie

- ✓ Certificate of Currency for public liability for \$20 million noting Council as an interested party in relation to personal injury and property damage with activities on a public footway and roadway. The insurance must be valid for the period seeking approval to operate.

### Additional Documentation for vendors who intend to operate in vehicle rest areas

- ✓ Evidence of approval from Roads and Maritime Services to conduct vending activities in the designated rest area

## Section 6: Declaration

Evidence of current registration and a satisfactory food safety inspection licence of the mobile food vending vehicle must be kept with the mobile food vehicle at all times. Mobile food vendors must be able to present their license approval to an authorised Council officer or delegated authority of Council on request.

**I declare that to the best of my knowledge, the information provided in this application is accurate and correct.**

<b>Name</b>	<input type="text"/>	<b>Position</b>	<input type="text"/>
<b>Signature</b>	<input type="text"/>	<b>Date</b>	<input type="text"/>

## Section 7: Fees and lodgement information

### Applicable Fees

- Inspection of first vehicle/van (Registered charities are exempt)
- Inspection of subsequent vehicle/van - per vehicle
- Local approval fee to operate on public roads, parks, or other public spaces in Lake Macquarie

### Lodge your application

email: [council@lakemac.nsw.gov.au](mailto:council@lakemac.nsw.gov.au)

mail: Lake Macquarie City Council, Box 1906 HRMC NSW 2310

in person: 128 Main Road Speers Point, Monday-Friday 8am-5pm

**Please see Council's Mobile food vending fact sheet for more information.**

The *Privacy and Personal Information Act 1998* applies to personal information held, used and disclosed by Council. If you would like further information, please contact Council on 4921 0333.