

Mobile Food Vending Vehicle Application 2024/2025

Section 68 of the Local Government Act 1993

OFFICE USE ONLY

Application No:	<input type="text"/>	CCO:	<input type="text"/>
Fees paid:	\$ <input type="text"/>	Receipt no:	<input type="text"/>
		Receipt date:	<input type="text"/>

LODGEMENT & PAYMENT OF APPLICATION

Your application will NOT be processed until FULL payment has been received.

Council: Monday-Friday, 8:00am-4:30pm – **Payment by Cash, Cheque or Card**
Auburn Service Centre - 1 Susan Street, Auburn NSW 2144
Merrylands Service Centre - 16 Memorial Avenue, Merrylands NSW 2160

Mail: The General Manager, Cumberland City Council, PO Box 42, Merrylands NSW 2160
Payment by cheque ONLY - payable to Cumberland City Council

Email: council@cumberland.nsw.gov.au once application is lodged, an email will be sent out with invoice for payment

Important Information

- This form should be used to apply for approval under Section 68 of the Local Government Act 1993 to operate a mobile food vending vehicle **on Council owned land** within the Cumberland City Council Local Government Area.
- If you wish to trade on private property only – please complete Council's 'Temporary Food Premises Registration Form' instead.
- The form must be submitted at least 28 days prior to commencing trade.

Type of Application

<input type="checkbox"/>	New
<input type="checkbox"/>	Renewal. Please advise your approval number: <input type="text"/>

Applicant details

Trading Name:	<input type="text"/>		
Business Owner Name: ^	<input type="text"/>		
^Note: This must be an individual's name (sole trader) OR a corporation name (e.g. XYZ Pty Ltd). If the business is a trust, you must provide the trustee name			
Business ABN: ^^	<input type="text"/>		
^^Note: If the business is a trust, you must provide the trustee name/ABN as well			
Contact Person:	<input type="text"/>		
Contact Phone:	<input type="text"/>	Mobile:	<input type="text"/>
Email:	<input type="text"/>		

Address for service of correspondence (including Notices and Letters)

Business Owner Name: ^	<input type="text"/>		
Address:	Unit no:	<input type="text"/>	House no:
	Street:	<input type="text"/>	
	Suburb:	<input type="text"/>	Postcode:
		<input type="text"/>	<input type="text"/>
^Note: This must be an individual's name (sole trader) OR a corporation name (e.g. XYZ Pty Ltd)			

Vehicle Details

Vehicles Owners Name: [^]			
Vehicle Make:		Vehicle Model:	
Registration No:		Registration Expiry Date:	
Address where vehicle is garaged:			
Unit no:		House no:	
Street:			
Suburb:		Postcode	

[^]Must match the name of the applicant and the person/company on the insurance documents

Proposed Trading Location

Address:	Unit no:		House no:	
	Street:			
	Suburb:		Postcode:	

Proposed Food Items

Mobile Food Vending Category

Please indicate the mobile food vending category you are applying for (select one option only):

Category	Business Activities Covered	Annual Fee [^]
<input type="checkbox"/> Category 1 – Food Vans	<ul style="list-style-type: none"> Approval for low-risk food activities only Business that handle food and drinks that do not require further preparation, or involve only the frothing of milk for coffee, preparation of milkshakes, or serving of frozen dairy products (<i>Note: soft serve ice-cream is considered potentially hazardous and falls under Category 2 below</i>) Food that is pre-packaged or is sold directly from its original package and does not require heating 	\$652.00
<input type="checkbox"/> Category 2 – Food Trucks	<ul style="list-style-type: none"> Approval for all other food activities that are not considered low risk under Category 1 Businesses that handle/prepare/cook foods that are potentially hazardous (require temperature control) such as burgers, sushi, sandwiches/rolls/wraps, vegetable curries, fried chicken, cooked rice, cooked pasta, sliced fruit, salads, etc. 	\$1,310.00

[^]The annual fee is payable upon approval of the application. It covers the cost of the approval and one inspection of the vehicle based on 24/25 Fees and Charges.

Please refer to the current schedule on Council's website at www.cumberland.nsw.gov.au/fees-and-charges

Proposed Waste and Wastewater Provisions

Please indicate what waste will be generated by the business:

Please describe how you will dispose of wastewater:

Checklist

Please tick all applicable boxes to indicate that you have attached copies of the documents with this application
Note: Failure to supply the required documents will result in the application being rejected.

Applicant (please tick)	Document	Office Use Only – CCO
<input type="checkbox"/>	RMS vehicle registration	<input type="checkbox"/>
<input type="checkbox"/>	Certificate of Currency of third party property damage insurance to the value of \$20,000,000	<input type="checkbox"/>
<input type="checkbox"/>	Certificate of Currency for public and product liability insurance to the value of \$20,000,000	<input type="checkbox"/>
<input type="checkbox"/>	Operational plan of management	<input type="checkbox"/>
<input type="checkbox"/>	Vehicle layout plan <i>(not required for renewal applications if no changes to the layout have been made)</i>	<input type="checkbox"/>
<input type="checkbox"/>	Proposed menu or list of foods to be sold from the vehicle	<input type="checkbox"/>
<input type="checkbox"/>	Internal and external photos of the Food Vending Vehicle	<input type="checkbox"/>
<input type="checkbox"/>	Waste Management Plan	<input type="checkbox"/>
<input type="checkbox"/>	Food Storage arrangements	<input type="checkbox"/>
<input type="checkbox"/>	A copy of the Food Safety Supervisor (FSS) certificate <i>(required for Category 2 applications only)</i>	<input type="checkbox"/>
CCO Initials:		<input type="text"/>

Applicant Declaration

By signing this application, you certify that the above information and the information on any attachments, to the best of your knowledge, is true and correct.

Business Owner's signature: Date:

Privacy and Personal Information Protection Notice

Purpose of Collection

To register mobile food vending vehicle food business in the Council area. To contact the business as needed, to provide or request information.

Intended Recipients

Council staff and approved contractors of Cumberland City Council.

Supply

Mandatory. A mobile food vending application is required for the regulation of mobile food vending vehicles. A food business must register as per legislation.

Access/Correction

Contact Cumberland City Council Customer Experience Team to access or correct this information.

Storage

Cumberland City Council – 16 Memorial Avenue, Merrylands NSW 2160.

Cumberland City Council

16 Memorial Avenue, PO Box 42, Merrylands NSW 2160.

T 8757 9000 W cumberland.nsw.gov.au E council@cumberland.nsw.gov.au