

# Application for collective food vendors

This form is to be used for obtaining approval for multiple food vendors on their behalf to attend public events such as markets, festivals and community gatherings.

To enable Health Officers to assess your application, please:

Ensure this form is completed in full with ALL supporting information provided

Returned to the Shire's Environmental Health Services at least 15 working days prior to your event.

## Business or event organiser details

Business Name

Business Address

Postal Address

Contact Person

Contact Number

Email

ABN/ACN

Are you a charitable or Not-For-Profit organisation?      Yes      No

If yes, please attach your registration with Australian Charities or Not-for-profit Commission

## Details of event

Event name

Event location

Owner of land where event is to be held

Event Organiser

Shire of Harvey

Other (please specify)

Proposed event dates and times

Number of food stalls/vendors operating at event

## Document Checklist

Please supply and attach the following documents with your application

Site Plan of all food vendor locations

Certificate of food business registration for all traders who are not registered within the Shire of Harvey

Copy of current public liability insurance in the sum not less than \$20 million for all food vendors

## List of Traders

No.	Food business name	Type of goods to be sold	Vendor Type (e.g. van, stall)	Vehicle rego (if applicable)	Food Act Cert.	PL
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						

*Please reprint this sheet if required for additional traders*

## Lodging your application

**In person** Harvey Administration Centre 102 Uduc Road, Harvey 6220

**By Email** shire@harvey.wa.gov.au

**By Mail** PO Box 500 Harvey, Western Australia 6220

**Please note:** Approval from the Shire is required where an event is on Shire owned land or within Shire facilities. This is a separate process not included in this application.

Please contact the Shire's Customer Services on 08 9729 0300 for information on these facilities, associated hire fee and availability.

## Declaration

I declare that all the information contained in this application is true and correct in every particular.

Signature

Date

*Please note that submitting this form does not automatically result in an approval. Should you have any queries please contact Shire of Harvey Health Services on (08) 9729 0300.*

## 2024–2025 SCHEDULE OF FEES & CHARGES

Collective food vendors application for events with up to 5 stalls (\$28.50 each)

Collective food vendor application for events 6-10 stalls (\$170)

Collective food vendor application for events 11 or more stalls (\$310)