

Mobile Vending on Public Land Application



Lodge Applications at Ballina Shire Council • 40 Cherry Street Ballina (Mon-Fri 8.15am to 4.30pm)
mail PO Box 450 Ballina 2478 • **e** council@ballina.nsw.gov.au
t 1300 864 444 • **w** ballina.nsw.gov.au • **credit card payments e** terminal22@ballina.nsw.gov.au

This form is to be completed to apply for approval to operate a mobile food vending vehicle within the Ballina Shire.

Applicant Details *must be the same name listed on your insurance policy*

Applicant Name

Company Name

Trading Name

ABN or CAN

Street Address

Suburb

Postcode

Contact Phone

Mobile

Email

Vehicle Details

Vehicle Registration

Registration Expiry Date

Vehicle Colour

Vehicle Make/Model

Vehicle Dimensions *length/width/height*

Vehicle Owners Name *must be the same as the applicant and person/company insured*

Type of Vehicle

Trailer Van Truck Other *details*

Has your vehicle been inspected and registered by Ballina Shire Council as a Mobile Food Vendor?

Yes No

Council Registration Number

Address where food will be prepared

Vehicle Details *continued*

List all food you intend to sell *menu includes one-step processing of foods, snack foods, coffee, drinks or similar*

Do you have a current Food Safety Supervisor Certificate? *if selling potentially hazardous food not in original packaging*

Yes No

Mobile Food Vending Locations and 2024/25 Annual Fees

2024/25 Annual Application Fee \$130 *Office Use: type 129 annual permits valid for 12 months from date of approval*

I seek annual approval to operate at the following site/s:* *each site chosen incurs an additional annual permit fee*

Roads and Car Parking Areas **\$414** *Office Use: type 130*

Missingham Park - Spit **\$2,810** *Office Use: type 131*

Sharpes Beach **\$2,810** *Office Use: type 131*

Pop Denison Park **\$2,810** *Office Use: type 131*

** refer to Mobile Vending on Public Land Policy for information on location types*

Checklist of Documents to Accompany Application

RMS Vehicle Registration

Certificate of Currency for Public Liability and Product Liability Insurance to the value of \$20,000,000

Site Management Plan *including a Risk Assessment*

Business Registration *ABN or CAN*

Copy of current Food Safety Supervisor Certificate *if applicable*

Photographs of and diagram showing the dimensions of the vehicle/s

Mobile Food vehicle inspection report *less than 12 months old*

Current Ballina Mobile Food Vendor registration confirmation *starts with 404*

Privacy Protection Notice

The completed Mobile Vending on Public Land Application Form contains personal information which is being collected for the purpose of applying for approval to operate a mobile vending van on public land. The information will be processed by the Planning and Environmental Health Division and may be made available to public enquiries under the Government Information (Public Access) Act. The information supplied is required under the Government Information (Public Access) Act. The information will be stored in Council's electronic document management system.

Applicant Declaration

I have read Ballina Shire Council's Mobile Food Vendors on Public Land Policy

I have read the state-wide Mobile Food Vending Guidelines foodauthority.nsw.gov.au/retail/mobile-food-vendors

I declare that all the information I have provided is true and correct.

Applicant Name *please print*

Applicant Signature

Date

Office Use Only

Paid \$

Receipt number

Date