



33 Goldie Street
 PO Box 348
 SMITHTON TAS 7330
 council@circularhead.tas.gov.au
 (03) 6452 4800
 www.circularhead.tas.gov.au

MOBILE FOOD VENDOR PERMIT APPLICATION

Mobile Food Vendor Policy CP020

- Application for:
- Annual Mobile Food Vendor Permit
 - Renewal of Mobile Food Vendor Permit
 - One-off Mobile Food Vendor Permit

APPLICANT DETAILS

Surname:	First Name(s):
Postal Address:	
Town:	Postcode:
Phone:	Mobile:
Email:	

BUSINESS DETAILS

Name of Business:
ABN/ACN:
Contact person during operation: (if different to applicant)
Mobile phone during operation:
Vehicle registration number:
Foods to be sold/ nature of business: (please attach a menu to the application form)
Name of Council where the mobile food business is registered: (Please attach Certificate of Registration with your application)

TRADING LOCATION

Please refer to the Mobile Food Vendor Guidelines for trading locations and trading times.

Link: [Mobile Food Vendor Guidelines](#)

For Annual Permit holders, bookings can be made via the online Mobile Food Vendor Booking System or by phoning Council on 6452 4800.

Link: [Mobile Food Vendor Booking System](#)

For One-Off Permit holders, please detail the preferred and alternative location and time for your operation in the table below. Council will book the location once the application has been approved. If your preferred location is not available, Council will contact you to discuss your alternative location.

ONE-OFF PERMIT APPLICATIONS ONLY		
LOCATION	DAY/S	TIME
Preferred:		
Alternative:		



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DECLARATION/SIGNATURE/FEE

I/We declare that the information provided on this form is accurate, complete and correct.

I/We undertake to operate in accordance with Council's Guidelines for operating a Mobile Food Vehicle from Council owned or managed property and will comply with the Mobile Food Vendor Permit Guidelines CG020.

I/We understand that a permit may be cancelled if the General Manager of the Council is satisfied that the permit holder has not complied with the Guidelines or permit conditions.

Name:

Signature:

Date:

Current fees are listed on www.circularhead.tas.gov.au or phone 6452 4800.

(Our Council | Fees and Charges | Health)

Please note the one-off permit fee is charged daily.

REQUIRED DOCUMENTATION FOR ASSESSMENT

The following documents must be submitted along with the completed application form:

- Valid Certificate of Registration of a Statewide Mobile Food Business.
- Valid Certificate of Currency for Public Liability Insurance to a minimum of \$20 million (Certificate must remain valid for the duration of the permit).
- Current road vehicle registration for the Mobile Food Van.
- Details of the type of food and drink that will be traded (e.g. menu).
- COVID-19 Safety Plan- Template available at <https://worksafe.tas.gov.au/topics/Health-and-Safety/safety-alerts/coronavirus/covid-safe-workplaces-framework>

Privacy Statement

The personal information on this form is required by Council for the purposes of assessing the application under the *Public Health Act 1997*. We will only use your personal information for this and related purposes. If this information is not provided, we may not be able to deal with this matter. You may access and/or amend your personal information at any time. How we use this information is explained in our **Privacy Policy**, which is available at www.circularhead.tas.gov.au or at Council office.