

FOOD STALL APPLICATION

395 Fitzgerald Street
PO Box 613
NORTHAM WA 6401
P: (08) 9622 6100
E: records@northam.wa.gov.au
W: www.northam.wa.gov.au

Please Note: A Food Stall application is required to be completed for every Food Stallholder and submitted to the Shire a **minimum of five (5) business days prior to the trading date. You must not conduct a Food Stall unless a permit has been issued by the Shire, as this is your receipt of Notification under the Food Act 2008. Please keep the permit with you at all times while conducting a food stall as you may be asked to produce the permit by an Environmental Health Officer. Penalty for non-compliance is \$10,000 for an individual or \$50,000 for a corporation or a Penalty Infringement Notice of \$250 & \$1000 respectively.**

Applicant

Business Name: _____ Postal Address: _____
Contact Person: _____
Phone: _____ Email / Fax: _____

Responsible Food Handler

Details of the responsible food handler who has undertaken Food Safety Training and will be present at the stall.

Name: _____ Postal Address: _____
Signature: _____

Proposed Stall ☐ Day Stall in accordance with guidelines ☐ Vehicle/trailer Reg. No. _____

Date(s) of Operation: _____ Hour(s) of Operation: _____

Name of Event (Note: Approval of Event Organiser is required) :

Location of Event: _____

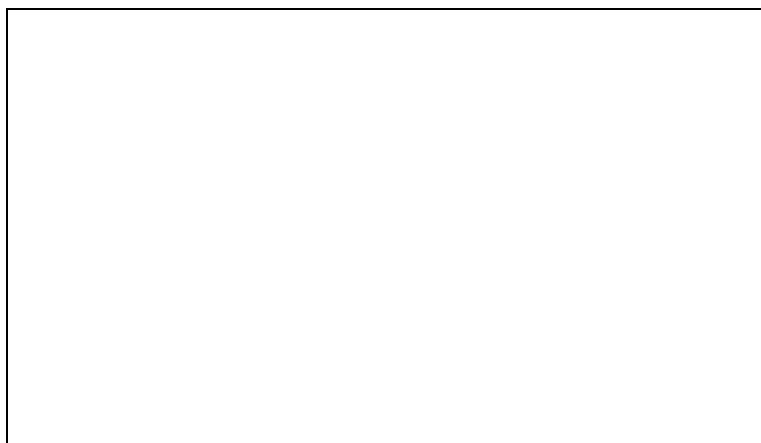
Goods or Services

Specify the proposed food to be sold/ hired or offered for sale from the stall.

Description of Proposed Stall

Specify stall set up eg: 3x3 marquee, 2 x Trestle tables etc. and draw it in the box

Plan of Proposed Stall (Bird's Eye View)



Other Information Required

All stallholders are required to have current and adequate public liability insurance.

A copy of public liability insurance is attached, minimum \$20 million

☐

A copy of Food Business Registration/Notification is attached

☐

A copy of evidence of Food Safety Training for Community Groups & similar

☐

Fees & charges do not apply for Charitable/Community stallholders but an application form is required!

Fees and Charges as per Shire of Northam Fees and Charges*

Fee Types:	
Stallholder Application Fee (Administration Fee)	As per Fees & Charges*
Daily	As per Fees & Charges*
Weekly	As per Fees & Charges*
Monthly	As per Fees & Charges*
Annual	As per Fees & Charges*

Lodgement and Payment of Application

PAY IN PERSON

At Shire of Northam Office, 395 Fitzgerald Street, Northam during hours 8:30am to 4:30pm Monday to Friday.

PAY BY MAIL or EMAIL

Send completed form together with your cheque or if paying by credit card complete the section provided on the right and send to; Shire of Northam
PO Box 613
Northam WA 6401

or email to
records@northam.wa.gov.au

PLEASE COMPLETE THIS SECTION IF PAYING BY CREDIT CARD

Name as shown on Card.....

Signature.....

Amount \$.....

Expiry Date...../.....

CCV.....

Card Number:

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**ALL FEES MUST BE PAID IN FULL BEFORE A HEALTH APPLICATION
WILL BE ACCEPTED**