

Event Food Stalls Application



Prior to submitting this application, please ensure all food stalls have provided you, their:

- 1) Food Stall Permit (Exp 30 June 2023)
- 2) Food Business Registration Certificate
- 3) Public Liability Insurance

Part 1. Event Organiser Details

Name of Event:	Event Location:	
Contact Name:	Phone:	Email:
Address:	Postal Address (if different)	
Is the event not for profit? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please attach Australian Charities and Not for Profits Commission registration	Dates of operation:	

Part 2. Conditions

- A food stall is required to hold a current 'City of Kalamunda Food Stall Permit' to sell at events. If a food stall does not have a current permit they can apply by completing the 'Food Stall Permit Application' at the follow link: [Application for Food Stall Permit | City of Kalamunda](#)
- The Event Organiser is responsible for confirming the validity and currency of **food business registrations** and **public liability insurance** of all food stalls operating at the event specified above.

I understand and accept the above conditions.

Signature

Date

Part 3. Checklist

- The attached Food Stall Details Form has been completed with all relevant information.
- I have a copy of the Food Business Registrations for each food stall and have confirmed their validity with the council of registration

Part 4. Payment

Temporary Food Stall Application Fee: \$50 plus \$8 per food stall - Number of food stalls attending _____
\$50.00 additional expedited fee is payable for any applications submitted within 7 working days of the event.

Payment Options:

- In Person: Pay via cash, EFTPOS or credit card at the City of Kalamunda, between 8.30am - 4.30pm Mon to Fri.
Phone: The City of Kalamunda will contact you via phone to take your credit card payment.

Please Note: Credit card and Pay Pass transactions incur a surcharge of 0.46%

Lodging your application form:

- In Person: City of Kalamunda - 2 Railway Rd, Kalamunda WA
Via Email: enquiries@kalamunda.wa.gov.au
Online: webaddress

Event Name: _____

Date of commencement: _____

Part 5. Vendor Food Stall Details Form

No.	Name of Food Business	Description of food being sold	Description of stall – Food Van, Marquee...	Vehicle Registration (where applicable)	Which council is the Food Business registered with?	Kalamunda Food Stall Permit number?	Food Business Registration Certificate on file	Public Liability Insurance on file - <i>Min 10mil</i>
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