



# Selling Food From Public Roads Application

## About this form

You may use this form to apply for approval to operate a Food Truck (mobile food vehicle) on a public road within the Camden Council Local Government Area (L.G.A) for a 12-month period.

## How to complete this form

1. Ensure that all fields have been filled out correctly and note that fields on this form marked with an \* are mandatory and must be completed before submitting the application.
2. All required attachments are mandatory. Your application will not be accepted if these documents are not attached.
3. Once completed you can submit this form by mail or in person. Please refer to the Lodgment Details section for further information.

**\*Mandatory Field**

## Part 1: Applicant Details

<b>Title</b>	<b>Given Name/s *</b>	<b>Family Name *</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Company Name *</b>	<b>ABN / ACN*</b>	
<input type="text"/>	<input type="text"/>	
<b>Postal Address * (all correspondence will be sent to this address)</b>		
<input type="text"/>		
<b>Business Phone Number</b>	<b>Mobile Number *</b>	
<input type="text"/>	<input type="text"/>	
<b>Email Address *</b>		
<input type="text"/>		

## Part 2: Vehicle Details

<b>Vehicle Make and Model *</b>	<b>Vehicle Registration *</b>
<input type="text"/>	<input type="text"/>
<b>Trading Name *</b>	
<input type="text"/>	
<b>Address where the vehicle is kept *</b>	
<input type="text"/>	
<b>Is the vehicle currently registered with Service NSW?</b>	
<input type="checkbox"/> Yes	
<input type="checkbox"/> No	
<b>If the truck is associated with a fixed food premise, please provide business name and address:</b>	
<input type="text"/>	

### Part 3: Types of Food For Sale

Please tick all applicable foods

Category 1	Category 2	Category 3
<input type="checkbox"/> Drinks <input type="checkbox"/> Pre-packaged foods <input type="checkbox"/> Whole fruit and vegetable <input type="checkbox"/> Cakes/biscuits/slice/deserts with no fresh cream or custard <input type="checkbox"/> Bread/pastry <input type="checkbox"/> Jam/sauce/condiments with no samples	<input type="checkbox"/> Cut fruit or vegetables (including salad dishes) <input type="checkbox"/> Cooked meat dishes <input type="checkbox"/> Cooked vegetable dishes <input type="checkbox"/> Cakes/biscuits/slice/deserts with fresh cream or custard <input type="checkbox"/> Ice cream/gelato/soft serve <input type="checkbox"/> Jam/sauce/condiments with samples offered <input type="checkbox"/> Cold meat dishes <input type="checkbox"/> Sandwiches	<input type="checkbox"/> Raw egg dishes (including mayonnaise, aioli) <input type="checkbox"/> Non-commercial made pate <input type="checkbox"/> Sushi <input type="checkbox"/> Dishes with seafood

Other food for sale:

### Part 4: Supporting Documents

Please tick applicable boxes below to confirm that you have provided copies of the documents requested. Please lodge copies with the completed application form.

- Valid Certificate of Currency from your insurer to the amount of not less than 20 million.\*
- Food Safety Supervisor Certificate (If applicable).
- Vehicle layout plans or photos (see sample plan on last page).\*

### Part 5: Details of Off-Site Food Preparation Area(s)

Do you Prepare food in an off-site location, which may include a home, commercial kitchen or other location?\*

- Yes
- No

If yes, what's the address?

What approval do you have to conduct a business at home? (Please attach a copy with your application)

- Complying Development Certificate
- Development Application
- Council Inspection Report

## Part 6: Declaration

- I declare that all the information I have provided is true and correct.\*
- I acknowledge that I have read Council's 'Food Trading at Events and from Public Roads Policy'.\*
- I acknowledge that this application is to trade from public roads, not at events.\*

Applicant Name (please print) \*

Applicant Signature \*

Date \*

## Part 7: Lodgement Details

You can lodge your application by:

**EMAIL:** [mail@camden.nsw.gov.au](mailto:mail@camden.nsw.gov.au)

**MAIL:** Camden Council, PO BOX 183 CAMDEN NSW 2570

**IN PERSON:** 70 Central Avenue ORAN PARK

**WHAT NOW:** Once your application is received, a Council Officer will contact you if further information is required. For further information regarding your application please contact us by:

**PHONE:** 13 22 63

**WEBSITE:** <https://www.camden.nsw.gov.au>

## Part 8: Additional Information

Scan the below QR code to view Councils'  
'Food Trading at Events and from Public Roads Policy':



Scan the below QR code to view Councils'  
current fees and charges:



### Privacy Notification (Personal Information)

The information that Council is collecting from you is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 ('the PPIP Act') and Council's Privacy Management Plan. This Privacy Notification outlines how Council collects, uses and protects your personal information.

Purposes of collection: Your personal information is being collected to process your application or notification.

Intended recipients: The intended recipients of the personal information being collected are Council officers, NSW Food Authority and any approved contractors required to provide this service.

Supply: The supply of your personal information is required by law. If the information is not provided, Council will not be able to process your application or provide the service you have requested.

Access/correction: You have the right to access your personal information held by Council and to request the correction of any inaccurate or incomplete personal information Council holds about you. Council will consider any such application in accordance with the PPIP Act and its Privacy Management Plan.

Public register: You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the PPIP Act and its Privacy Management Plan. Where the register is held by another authority, such as the NSW Food Authority, requests must be made directly to that authority.

Relevant agency: Council is the agency that is collecting and holding your personal information. Council's address and other contact details are detailed on this form.

# FACT SHEET: Mobile food vehicle sample layout plan

