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| **Part 1: Event Acceptance** | | | |
| Have you been accepted by an Event Organiser to attend an event in the near future within the City of Kalamunda? Y / N | | | |
| If yes, please provide name of the event: | | | Date of event: |
| **Part 2: Applicant details** | | | |
| Title: | Given Name/s: | Surname: | |
| Company/Organisation Name: | | | |
| Postal Address: | | | |
| Email Address: | | | |
| Contact telephone number:  (M) (W) | | | |
| **Part 3: Food - Please provide a list of all food types your food business will sell at events:** | | | |
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| **Part 4: Stall Structure and Registration - Please tick and complete all that apply** | | | |
| Trestle Table  Marquee  Registered food vehicle: Registration #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Other (please describe): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  This stall or van is registered with the City of Kalamunda, Registration Number [FP] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , OR  This stall or van is registered with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of local authority),  This stall or van is not registered. Registration may be required prior to approval of temporary food stalls. | | | |

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| Local Government Food Business Certificate of Registration attached, OR | |
| This address is not registered as a food business. *Registration may be required prior to approval of temporary food stalls.* | |
| **Part 5: Transportation Details** | |
| How will food be transported to events? | Car  Van  Refrigerated Van  Other *(please describe):* |
| What temperature control methods will be used? |  |

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| **Part 6: Additional Information** |
| We are a Charity/Not for Profit Organisation  Yes  No  *(If yes, please attach evidence of charitable status)*  FREE Online Food Safety Training at <https://www.kalamunda.wa.gov.au/building-development/health/food-premises>  **Please ensure the following documents are attached:**  Food Business Registration Certificate attached  Public Liability Insurance Certificate attached |
| **Part 7: Declaration** |
| I declare the information provided on this form is accurate, complete and correct.  Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Part 8: Payment** |
| There is no fee for a Kalamunda Food Stall Permit. However, applications received within 7 working days of an event may incur an Expedited Service Fee ☐ $52.50  **Payment Options:**  In Person: Pay via cash, EFTPOS or credit card at the City of Kalamunda, between 8.30am - 4.30pm Mon to Fri.  Credit Card: Credit card payments can be taken over the phone 9257 9999  ***Note: Credit card and Pay Pass transactions incur a surcharge of 0.46%*** |
| **Part 9: Lodgment** |
| **Lodging your application form:**  In Person: City of Kalamunda – 2 Railway Rd, Kalamunda WA  Via Email: [enquiries@kalamunda.wa.gov.au](mailto:enquiries@kalamunda.wa.gov.au)  Via Post: HEALTH SERVICES PO Box 42, Kalamunda WA 6926 |

