

Are you a Mobile Shop or Itinerant Trader preparing or selling food?



You may need to hold *Food Act 2014* registration from your home District Council. You will need to apply for a *Mobile Shop or Itinerant Trader Permit* and adhere to the Guidelines for trading in the Waitaki District

OR

Are you a Mobile Shop or Itinerant Trader **not** preparing or selling food?



You will need to apply for a *Mobile Shop or Itinerant Trader Permit* and adhere to the Guidelines for trading in the Waitaki District

AND

Will you be trading on a State Highway with a speed limit over 50km/ph?



You may need to apply for a Licence to Operate a Mobile Shop on a State Highway from NZTA. Contact NZTA, Level 2, AA Centre, 450 Moray Place, PO Box 5245, Dunedin 9058, phone (03)951 3009

Will you be trading on a Council reserve, park, sporting ground or campground, or Council owned land or property (including area shown in map A), or Council road or road reserve?



You will need to apply for a permit from either our Parks and Recreation Team, Property Team or Roading Team. You will need to adhere to the applicable Licence to Occupy. Please refer to the information sheet for contact details

Will you be trading on privately owned or operated land or property? (ie Department of Conservation, private residence)



You will need permission from the property owner who, in turn, may require resource consent to allow this activity to occur. You will need to consider parking and signage and check if this a permitted activity under the Waitaki District Plan

Will you have a retail display and/or furniture on a footpath?



You will need to apply for a *Street Furniture Permit*

Will you be trading at markets and events? (ie A&P Show)



You will need to follow any trading guidelines issued by the market or event controller

## Mobile Shop and Itinerant Trader Guidelines for trading in the Waitaki District

### Your Permit

- Is valid for 12 months from date of issue
- Can be renewed prior to the expiry date. Approval will be subject to your compliance with the permit conditions and guidelines and payment of the annual fee
- Should be prominently displayed and available to any Authorised Officer of Council who requests it
- Is not transferable

### Where can you trade?

- On a state highway provided that, prior to commencing trading, you have obtained a 'Licence to Operate a Mobile Shop on a State Highway', from the New Zealand Transport Agency (NZTA). This applies to all State Highways, except in areas where a 50km/hr vehicle speed limit applies and a properly formed footpath (or parking space) is available
- On a privately owned property provided that, prior to commencing trading, you have obtained permission from the land owner and ensured no resource consent is required
- On Council owned or operated parks, sporting grounds or campgrounds; any Council owned land or property; or any Council road reserve or road corridor provided that, prior to commencing trading, you have obtained permission from the Council's Recreation Team, Property Team or Roothing Team.
- In the area east and south of Tyne Street between Itchen Street, Arun Street and Waterfront Road, Oamaru, including Harbour Street and the Victorian Precinct (refer to map) provided that, prior to commencing trading, you have obtained a Licence to Occupy from the Council's Property Team.
- You **cannot** trade:
  - On any road (that is not a State Highway) where the vehicle speed limit is over 50km/hr
  - Within 300 metres of a permanent business selling a similar product \*
  - Within 50 metres of any intersection or pedestrian crossing \*
  - From any pay & display, time restricted, electric vehicle charging point, accessible parking space or Council owned or operated car park\* or a distance specified in the Licence to Occupy

### Your vehicle

- LPG cylinders must be stored securely outside the mobile shop and when the mobile shop is unattended at any time while in a public place, the cylinders shall be secured against tampering
- Your vehicle must have current registration, Warrant of Fitness, certification and insurance cover

### General

- You must remove all litter generated by the activities of your trading
- The Council, as required, may include in permits or guidelines any restrictions or conditions including (but not limited to) trading areas, types of goods for sale, hours of operation. The Council will provide seven days' notice of any change to restrictions or conditions



## Contact Information

### Council Reserve, Park, Sporting Ground or Campground

If you intend to operate on a Council reserve, park, sporting ground or campground you will need to complete a Park Booking Application Form.

You will be invoiced the applicable fee once our Recreation Team have approved your permit.

The form can be printed from our website – [www.waitaki.govt.nz](http://www.waitaki.govt.nz) under Our Facilities > Parks, Gardens and reserves > bookings.

Email the completed form to Recreation Team, [service@waitaki.govt.nz](mailto:service@waitaki.govt.nz)

Enquiries to Recreation Team, phone 03 433 0300

### Council owned land or property including Harbour Area (shown in Map A)

If you intend to operate on any Council owned land or property, including the area shown in Map A, you will need to contact our Property Team for a permit application form.

You will be invoiced the applicable fee once our Property Team have approved your permit.

Email the completed form to Property Team, [service@waitaki.govt.nz](mailto:service@waitaki.govt.nz)

Enquiries to Property Team, phone 03 433 0300

### Council Road or Road Reserve

If you intend to operate on any Council road reserve or road corridor, you will need to complete an Application to Occupy Road Corridor Form.

There is no fee payable for this permit.

The form can be printed from our website – [www.waitaki.govt.nz](http://www.waitaki.govt.nz) under Our Services > Roads and Footpaths > Application forms and fees.

Email the completed form to Roding Team, [roading@waitaki.govt.nz](mailto:roading@waitaki.govt.nz)

Enquiries to Roding Team, phone 03 433 0300