

Application For A Fund-Raising Organisation To Store, Prepare Or Sell Food



Information

A Separate Application is required for **EACH** event.
Thames St stalls also need to book in with Customer Services in Oamaru.

Applicant Details

Name of Organisation

Name of Person in Charge

Postal Address

Phone Number

Email Address

Event Details

Event Description

Date(s) on which the food is to be sold

Times during which the food is to be sold

Location at which the food is to be sold

Foods to be sold (indicate if pre-packaged)

- a)
- b)
- c)
- d)
- e)
- f)
- g)
- h)

Source of food (from where was the food obtained)

- | | |
|----|----|
| 1. | 2. |
| 3. | 4. |

Application For A Fund-Raising Organisation To Store, Prepare Or Sell Food



Event Details Continued

Is any storage or pre-preparation of the food to be undertaken **AFTER** it is obtained by the organisation?

(Select one option)

Yes

No

If **YES**, where will the storage or pre-preparation take place?

How is the food to be transported? (car, van, truck)

What facilities are provided at the site?

(Select multiple options)

Table

Hot Plate

Steamer

BBQ

Wok

Urn

Oven

Pie Warmer

Bain Marie

Refrigeration

Other

Is a Thermometer available?

(Select one option)

Yes

No

Are toilets available?

(Select one option)

Yes

No

If **YES**, in what locations?

Are handwashing facilities available?

(Select one option)

Yes

No

If **YES**, in what locations?

Where will the cleansing of food utensils, appliances, and equipment take place?

Describe any building, caravan, tent, canopy, cover, screen, umbrella, or other shelter facility or appliance to be used in conjunction with the stall.

Application For A Fund-Raising Organisation To Store, Prepare Or Sell Food



Food Protection Checklist

Check	I will ensure	Details of Provision
	All food will be prepared in a suitable kitchen with adequate facilities.	
	Full hand-washing facilities will be provided including a supply of hot water, soap and single service (paper) towel.	
	All food will be stored in containers with secure fitting lids.	
	Food handlers will be provided with protective clothing.	
	Tongs, gloves, scoops etc will be provided for handling food.	
	Facilities for keeping cold food cold, and hot food hot, will be provided, or be accessible on site.	
	Food on display will be protected from contamination by covers, screens, and wrappings etc.	
	Food ingredients are reviewed to identify common allergens.	

Signature

Date

 DD MM YYYY

Signature

Please return this form to Waitaki District Council, 20 Thames Street, Oamaru or post/email to:

Waitaki District Council
Private Bag 50058, Oamaru

service@waitaki.govt.nz

Office Use Only

Site Visit
(Select one option)

Yes

No

Brochures Supplied
(Select one option)

Yes

No

Comments

WDC Officer