

# APPLICATION FOR PERMIT

## MOBILE VENDOR



**Port Augusta**

CITY COUNCIL

Please complete this form in **BLOCK LETTERS** and return to:

PROCUREMENT & CONTRACTS OFFICER

PORT AUGUSTA CITY COUNCIL

4 Mackay Street, PORT AUGUSTA SA 5700

Phone: (08) 8641 9100 / Email: [admin@portaugusta.sa.gov.au](mailto:admin@portaugusta.sa.gov.au)

Please ensure that the application form is completed entirely and all requested documentation is attached to avoid delays in processing your application.

### Part 1 – Applicant Details

Business Name:		( <i>"The Permit Holder"</i> )
Address: ( <i>Unit/House</i> )	(Street)	
Address: ( <i>Suburb &amp; Post Code</i> )		
Phone:	Email:	
Contact Person:		
Vehicle Type:	Vehicle Registration:	

### Part 2 – Intended Business Activity

Applying to Sell [Details of goods to be sold]:			
Is food being Sold: <input type="checkbox"/> Yes <input type="checkbox"/> No		Food Business Notification Number:	
NB: Please provide completed "Food Notification Form" with this application (form available from Council)			
Location/s:			
<input type="checkbox"/> Port Augusta Foreshore – carpark or concrete area in front of windvanes at event space			
<input type="checkbox"/> Carpark area behind Navel Cadets			
<input type="checkbox"/> Carpark area Carpenters Landing Boat Ramp			
<input type="checkbox"/> Rotary Park via existing access off Warrenback Road			
<input type="checkbox"/> Lions Park – road only			
<input type="checkbox"/> Commercial Road and Gladstone Square – after hours only once other fixed food businesses are closed			
<input type="checkbox"/> Carlton Parade – road or carpark			
<input type="checkbox"/> Other, please specify .....			
NB: Ice-cream Food Vending Vans – Mobile Vending, will not be permitted within the CBD area. These vans will only be permitted to stop to trade as hailed by customers and service residential homes.			
Annual Permit: <input type="checkbox"/>	3 Month Permit: <input type="checkbox"/>	1 Month Permit: <input type="checkbox"/>	Day Permit: <input type="checkbox"/> No of Days ..... Date/s: .....
Will Music be Played: <input type="checkbox"/> Yes <input type="checkbox"/> No Please provide details:			
Do you intend to use marquees, tables or chairs: <input type="checkbox"/> Yes <input type="checkbox"/> No Please provide details:			
Applicants must provide a copy of their Public Liability Insurance and a photo of their mobile vending outlet			
Evidence Attached: <input type="checkbox"/> \$10 Million Public Liability Insurance <input type="checkbox"/> Photo of mobile vending outlet			

## Acknowledgment of Conditions

### I acknowledge that:

- ☐ I have read and understand the permit conditions and agree to abide by the said conditions (Refer – Permit Conditions)
- ☐ I have read and understand the 'Location Rules' in accordance with section 225A of the Local Government Act (available on Council's website)
- ☐ I understand that the details outlined in this application are subject to Council approval and trading will not commence until approval is received in writing from Council's Authorised Officer.
- ☐ I further understand that a permit fee applies upon approval of the permit

Signature:

Date:

## COUNCIL AUTHORISATION

Approved: ☐ Yes ☐ No

Commencement Date:

Expiry Date:

Authorised Officer Signature:

Date Issued:

Permit Number:

## PERMIT CONDITIONS

1. The Permit Holder is authorised to conduct the Mobile Vending Business from the vehicle identified above on a road in the Council area subject to the conditions set out in this permit.
2. The permit is subject to the payment of a permit fee. The Permit Holder upon application elected to pay an Annual, 3 Month, 1 Month, Day Permit. The Permit relates to a single mobile van as per vehicle registration details above.
3. The permit will operate from the Commencement Date and will expire on the expiry date as indicated on the issued permit or;
  - unless cancelled earlier by the Council in accordance with the *Local Government Act* and the *Local Government (General) Regulations 2013*.
4. The Permit Holder may only operate the Mobile Vending Business from a location which is consistent with the location rules for mobile food vending businesses published by the Council (available on Council's Website).
5. This permit does not provide the Permit Holder with exclusive access to any location in the Council area from which to operate the Mobile Vending Business.
6. The Permit Holder must vacate the location in which the Mobile Vending Business has operated at the end of each trading period.
7. The Permit Holder must ensure that the operation of the Mobile Vending Business does not unduly interfere with:
  - 7.1. vehicles driven on the road;
  - 7.2. vehicles parking or standing on roads;
  - 7.3. a parking area for people with disabilities (within the meaning of rule 203(2) of the *Australian Road Rules*);
  - 7.4. public transport or cycling infrastructure (such as bus zones, taxi zones and bike lanes);
  - 7.5. other road related infrastructure; or
  - 7.6. infrastructure designed to give access to roads, footpaths and buildings.
8. The Permit Holder must comply, where applicable with requirements of:
  - 8.1. the *Local Government Act 1999* and the *Local Government (General) Regulations 2013*;
  - 8.2. the *Food Act 2001*;
  - 8.3. the *South Australian Public Health Act 2011*;
  - 8.4. the *Environment Protection Act 1993*;
  - 8.5. the *Local Nuisance and Litter Control Act 2016*;
  - 8.6. the *Motor Vehicles Act 1959* and *Road Traffic Act 1961*;
  - 8.7. any law or legislative provision relating to electrical or gas installations or appliances; and
  - 8.8. any other relevant law or legislative provision relating to health, safety or the environment,

when operating the Mobile Vending Business.

9. The Permit Holder is responsible for all waste and litter created by the Mobile Vending Business or its customers. The Permit Holder must ensure that all waste and litter caused by the Mobile Vending Business or its customers is removed from the location in which the Mobile Vending Business has operated prior to leaving that location. Council provided rubbish bins may not be used by the Permit Holder for the disposal of waste or litter.
10. All persons operating at or working as a mobile food vendor on Council controlled land after 09 May 2021, are prohibited from purchasing, supplying and using certain single-use plastic products in accordance with the restrictions in Council's 'Single-use Plastics on Council Controlled Land' policy, while in the course of operating at or working as a mobile food vendor.

All persons operating or working at such an activity are encouraged to read Council's 'Single-use Plastics on Council Controlled Land' policy, to ensure they are aware of their obligations. This policy is available on Council's website [www.portaugusta.sa.gov.au](http://www.portaugusta.sa.gov.au)

11. The Permit Holder must hold insurance as specified above whenever the Mobile Vending business is operating. Evidence of the insurance held by the Permit Holder must be provided to the Council or an authorised person on request.
12. A breach of a condition of this permit may result in a penalty of up to \$2,500 or the cancellation of this permit.
13. If the permit is cancelled, the Permit Holder must inform any council which has also issued a current mobile vending permit to the Permit Holder of the cancellation as soon as is reasonably practicable after receiving notice of the cancellation. A failure to provide notice may result in a penalty of up to \$500.
14. If this permit is cancelled, the Permit Holder may be prohibited by the Council from applying for a mobile vending business permit for a period of up to 6 months (**Prohibited Period**). The Permit Holder must inform a council to which the Permit Holder makes an application for a mobile food vending business permit during the Prohibited Period of the cancellation as soon as is reasonably practicable after receiving notice of the cancellation. A failure to provide notice may result in a penalty of up to \$500.
15. This permit is personal to the Permit Holder and may only be transferred with the prior written approval of the Council.
16. The Permit Holder must be able to produce this permit at all times when conducting the Mobile Vending Business, if requested to do so by an authorised person.
17. In this permit:

**authorised person** means an authorised person appointed by the Council pursuant to the *Local Government Act 1999*.

**operating** a mobile food vending business includes:

- (a) the handling and preparation of food intended for sale;
- (b) the selling of food;
- (c) transporting the mobile food vending business to, from and within the Council area;
- (d) parking the mobile food vending business; and
- (e) setting up and dismantling the mobile food vending business.

#### **SPECIAL CONDITIONS:**

17. The permit holder is to make application to Council seeking approval to trade at specific events upon request by the Event Organiser.
18. Removable tables and chairs are allowed subject to:
  - 18.1 proof of adequate insurance, by the permit holder, allowing for loss, damage to infrastructure or injury;
  - 18.2 Council will take no responsibility for loss, damage to infrastructure or injury incurred surrounding the placement of the furniture;
  - 18.3 the removal of the tables and chairs at the conclusion of trading each day.