

# MOBILE FOOD VENDING VEHICLE REGISTRATION

## About this form

This form can be used to apply for approval to use a food van or a food truck for trading in a public place.

Please submit your completed application and supporting documentation in person, via mail, or via email. Incomplete or illegible applications will be rejected.

For enquiries, please contact Council's Customer Service Centre.

## Council Contact Details

### Customer Service Centre

1 Pope Street Ryde, Ryde NSW

Post Locked Bag 2069, North Ryde NSW 1670

Email [cityofryde@ryde.nsw.gov.au](mailto:cityofryde@ryde.nsw.gov.au)

Phone (02) 9952 8222

## PART 1 : APPLICANT DETAILS

Applicant name (company or individual)

Trading Name

ABN (Australian Business Number)

Attach copy of Business  
Registration with this application

Address

Suburb

Postcode

Preferred Contact Person

Preferred contact    Mobile    Phone    Email

Mobile    Phone

Email

## PART 2 : DETAILS OF VEHICLE

Vehicle model / make

Vehicle description and colour

Registration number

Registration expiry date

Address where vehicle is garaged

## PART 3 : FOOD PREPARATION / STORAGE

What types of food will be prepared on the vehicle and sold?

Where will food be prepared and or stored?

On my vehicle    Another location - Please specify where:

Address

Suburb

Does this premises have consent to operate as a food premises?

Yes, Please provide a copy of the approval and a copy of your most recent inspection report as supporting documentation to this application.

No, Please seek approval from your home Council.

## PART 4 : FOOD BUSINESS SIZE

Tick one box:

- Small food service/retail** 1-5 full-time equivalent food handlers employed at premises  
**Medium food service/retail** 6-50 full-time equivalent food handlers employed at premises  
**Large food service/retail** Over 50 full-time equivalent food handlers employed at premises

## PART 5 : PRE-APPROVAL VEHICLE INSPECTION

Has the vehicle been inspected by the City of Ryde or another Council within the last 12 months?

Yes, Please provide a copy of the inspection report with this application.

No, Your food truck needs to be inspected by the City of Ryde. The City of Ryde Environmental Health Officer will contact you to arrange an inspection.

## PART 6 : REGISTRATION/APPROVAL CATEGORY

Which category of approval do you wish to apply for?

**Category 1 – Street Trader/low risk food – Section 68**

A street trader approval allows on-street vending for a maximum of 15 minutes in any one location. street traders are prohibited from selling food that is potentially hazardous.

**Category 2 – Public land approval – Section 68**

A public land approval allows vehicles to trade in a specified public location for a maximum of 5 hours. There are no food restrictions on this menu.

Please nominate the location/s that you wish to operate:

Anzac Park, West Ryde

Memorial Park, Meadowbank

Blenheim Park, North Ryde

Putney Park, Putney

Cottonwood Cres, Macquarie Park

Yamble Reserve, Ryde

Fontenoy Park, Macquarie Park

Kissing Point Park, Putney

Other location:

*Please provide a detailed description of the specific site location that you wish to operate (attach a map, diagram or photograph): The relevant department will be required to conduct an assessment of the site for suitability.*

*Note. The Environmental Health team cannot make this determination and may take up to three weeks and you will be notified of the outcome.*

**Category 3 – Home Jurisdiction Registration**

A mobile food van that is garaged in the City of Ryde local government area is required to register for an annual inspection.

**Category 4 – Trade on private land only (where permitted).**

A mobile food vending vehicle that trades on private land, with permission of the owner, in a permitted zone

Address of location/s that you wish to operate:

Please provide a copy of written consent from the owner of the land with application.

Please provide hours of operation:

## PART 7 : DECLARATION

*Fees and Charges: A service fee applies to all new applications and inspections of food businesses. All fees and charges are reviewed annually under Council's Management Plan and can be viewed at [www.ryde.nsw.gov.au/feesandcharges](http://www.ryde.nsw.gov.au/feesandcharges).*

I understand that if an approval is issued I am required to keep a copy of my approval on me at all times whilst trading in the Ryde Local Government Area and show it on request to any Authorised Council Officer.

I certify that the above information is true and correct in every detail. I understand that if the information declared on this form is not true and correct, the City of Ryde may refuse my application.

I understand that by completing and submitting this application does not mean that I can begin to operate. Operation may only commence once an approval has been issued.

I understand that if my application is accepted and an approval is issued, a random inspection on my food truck and/or food premises may be undertaken and applicable fees will be payable as outlined in Council's Fees and Charges.

Signature

Date

## PART 8 : SUPPORTING DOCUMENTATION CHECKLIST

Certificate of currency for Public and Product Liability Insurance and Third Party Property Damage Insurance to the value of \$10,000,000.

Approval to operate as food premises (if food is being prepared and/or stored in a location other than on your vehicle).

A copy of the most recent inspection report for your approved food premises (if food is being prepared and/or stored in a location other than on your vehicle).

A copy of your complying inspection report conducted on your food truck if inspected by another Council.

A copy of the owners consent to trade on their land (if you are trading on private land).

A copy of a current Business Registration (ABN/CAN).