

Small Permit Application Form

Application Type

- Street Stall / Fundraising - Food Vending
- Street Stall / Fundraising - Non -Food Vending
- Street Stall / Fundraising - Special Event
- No Stall / Advertising Campaign / Sandwich Boards / Public Address System etc.

Applicant Details

Name/Company Name

ABN / ACN Number:

Postal Address

Town

Postcode

Email Address

Telephone

Stall / Fundraising Details

Type of Stall

Stall Name

Start Time / Date

_____ am/pm _____

Finish Time/Date

_____ am/pm _____

Location

Event

Equipment Details

Standard Equipment

E.g. table, chairs, boxes,
tablecloth

Cold Storage Equipment

E.g. Mobile cool room, esky
cooler

**Hot Storage & Cooking
Equipment**

E.g. BBQ, bain-marie, gas
cooker, trays

**Counter Food Protection
and Safe/Sanitary Facilities**

E.g. Gloves, plastic guards, film
wraps

OFFICE USE ONLY

Receipt No _____

Amount \$ _____

Date _____

Received by _____

Application No. _____

Further Information

Moree Plains Shire Council
Level 2, 30 Heber Street
PO Box 420
MOREE NSW 2400
Tel: 02 6757 3222
Fax: 02 6752 3934
council@mpsc.nsw.gov.au

Vending Items

Please provide a list of all foods/items available for purchase

Other Items

Please provide details of other activity in regards to public address, sandwich boards, advertising campaign etc.

Checklist

Please tick the applicable boxes to indicate that you have provided this information when lodging application.

- Certificate of Currency for Third Party Property Damage Insurance *(to the value of \$20mil)*
- Certificate of Currency for Public Liability Insurance *(to the value of \$20mil which also indemnifies Moree Plains Shire Council and the Applicant)*

Applicant Declaration

Applicant Name

Applicant Signature

Date

Lodgement Details

You can lodge the completed application by:

Mail: PO Box 420, Moree NSW 2400

In Person: Level 2, 30 Heber Street Moree NSW 2400

Email: council@mpsc.nsw.gov.au

Fax: 02 6752 3934

What Now: After your application has been receipted it will be processed within 7 working days. For further information regarding your application please contact us by:

Telephone: 02 6757 3222

Privacy & Personal Information Protection Notice

Purpose of Collection: For Issue of permit.

Intended Recipients: Council Staff and approved contractors of Moree Plains Shire Council

Supply: Application is voluntary, however required in order to obtain permit.

Access/Correction: Contact Moree Plains Shire Council to access or correct this information

Storage: Moree Plains Shire Council, Level 2, 30 Heber Street Moree NSW 2400