

**Address all correspondence to:**

Ōpōtiki District Council, PO Box 44, Ōpōtiki 3162

Ph 07 315 3030, Fax 07 315 7050

Or return to Customer Services, 108 St John Street, Ōpōtiki

**No charge**

**Applicant details**

Full name			
Company name (if applicable)			
Address			
Postal address (if different)			
Home phone		Work phone	
Mobile		Email	

**Event details**

Event name			
Event location			
Date required			
Time from		Time to	
Description of items being sold			

**Shop owner details**

Shop name		Shop owner name	
Signature of shop owner		Date	

**Declaration**

Signature of applicant	<i>I have read and understood the conditions applicable to street stalls.</i>
Date	

**OFFICE USE ONLY**

Inspector's name	
Signature	
Date	

## Conditions for street stalls (food and non-food)

1. Under the Shop Trading Hours Repeal Act 1990, a stall can only be held on a restricted trading day if it is selling "prepared or cooked food ready to be eaten immediately". Any other activity (e.g. selling raffle tickets, promoting services) would be prohibited unless the stall is part of a bona fide exhibition or show. The mobile or travelling shop, stall, or stand shall comply with the Food Hygiene Regulations 1974 where food is sold.
2. The name of the organisation must be clearly displayed at all times.
3. Only ONE non-profit making organisation may carry out fundraising by way of a stall on any ONE day in the main street.
4. The width of the stall is not to exceed one third of the width of the pavement.
5. If a food stall, the area of the pavement that will be affected by the cooking of food must be covered in a suitable material, for example tarpaulin, cardboard etc. This will ensure the appearance of the pavement is maintained at high level.
6. This licence is not transferrable to any other person.
7. A copy of this licence must be kept at the location of the stall at all times while the stall is in operation.
8. A separate application must be made for each day the applicant wishes to set up a stall.

## Checklist for food stall holders

### Personal

- Have short, clean fingernails.
- Wash hands before starting sausage sizzle.
- Wear clean, tidy clothing.
- Wear disposable gloves when handling food.
- Wear protective apron.

### Food storage

- Store goods off the ground, away from heat, flies, animals and people.
- Store sausages in a clean sealable chilly bin, cooled below 4°C by placing a large bag of ice in the bottom.
- For convenience, sausages must be precooked and packed in bags of 12.
- Loaves of bread to be stored in wrappers until used.
- Sauces to be in clean, washable dispensers.
- All goods to be purchased from reputable food premises.

### Food selling

- Food handlers should wear clean, tidy aprons while preparing and selling food.
- Use food tongs and wear disposable gloves, where appropriate.
- Pick up all food with food tongs.
- Food wrapped in bread with tomato sauce to be handed to customers on a paper serviette.
- Benches and tables need to have a hard, washable surface.
- Provide hot soapy water and paper towels for regular cleaning of hands and utensils.

### Smoking

- No smoking by staff.

### Site exit

- No prepared food is to be kept for later sale.
- Area to be tidied and left in a clean state.