

## **Applicant's Guide for the Lodgement of a Street Traders and Mobile Food Vans Permit**

**To be read in conjunction with the *Street Traders and Mobile Food Vans Policy***

This Guide is to be used for trading on Council land. This document is not applicable if the application is for an event to be held on private land. Please note you may require further approvals and its best to contact Council to seek further advice.

### **Introduction**

Due to legislative changes around Mobile Food Vans and the need for councils to determine areas where trading can occur, Coorong District Council reviewed and updated their Street Traders and Mobile Food Vans Permit and the process for approval. The Policy can be accessed via Council's website: [www.coorong.sa.gov.au](http://www.coorong.sa.gov.au). This Guide outlines the new requirements when applying for a permit and how Council will assess the application.

### **1. What do you need to consider when applying for a Street Traders and Mobile Food Vans Permit?**

To gain a full understanding of Council's requirements, the applicant will need to read through the Street Traders and Mobile Food Vans Policy so that you fully understand what conditions will be applied to the approved permit.

**If you are applying for a Mobile Food Van Permit you will need to ensure that you have:**

- ✓ Read through the Street Traders and Mobile Food Vans Policy, in particular the Location requirements in Part 2, Section 1– Location Rules for Mobile Food Vending Permits – of the Policy and ensure that you meet each of these provisions.
- ✓ A current product and public insurance policy for at least \$20 million.
- ✓ Registered your Mobile Food Van as a Food Business with the Council where it is normally housed.

**If you are applying as a Street Trader then you will need to ensure that you have:**

- ✓ Read through the Street Traders and Mobile Food Vans Policy
- ✓ Review the Location requirements in Part 1, Section 1 – Location Requirements for Street Trader Permits – of the Policy and ensure that you meet each of these provisions.
- ✓ A site plan drawn up to show where you will be trading.
- ✓ A current product and public insurance policy for at least \$20 million.



**2. Once you are ready to submit your application form, the following documents will need to be provided:**

- ✓ Completed and signed application form
- ✓ A copy of your current products and public liability insurance to the sum of \$20 million.
- ✓ Street Traders only – a site plan showing the location of the area where you wish to trade.
- ✓ Mobile Food Vans only – A copy of your Food Business Registration confirmation.
- ✓ Relevant application fee (refer to our Fees and Charges Schedule).

**3. What will Council do with the received application?**

Once you have submitted the application and all of the necessary documents outlined in Point 2, Council will undertake an assessment, including a site inspection, to determine whether it meets Council's Policy, does not pose a risk to the safety and accessibility of that particular area and is not detrimental to the community amenity i.e. noise, rubbish, odour etc.

**4. Renewing your permit**

If you want to renew your permit, you will need to do the following:

- ✓ Review the Street Traders and Mobile Food Vans Policy to check for any updates
- ✓ Complete a new application form and provide the same information as outlined in Point 2 above.

Still not sure on what you need to do? We're here to help so please contact Council by phoning 1300 785 277 or by email: [council@coorong.sa.gov.au](mailto:council@coorong.sa.gov.au).

**Coorong Civic Centre**

95-101 Railway Terrace  
Tailem Bend  
Phone: 1300 785 277  
Fax: 8572 3822

**Meningie Information Hub**

49 Princes Highway  
Meningie

**Tintinara Customer Service Centre**

37 Becker Terrace  
Tintinara