

# GUIDE TO TEMPORARY FOOD EVENTS ON PUBLIC LAND

All temporary food events require the prior approval of Council if held on public land.

Section 68 Local Government Approval (Temporary Food Event)  
Application must be completed by the event organiser at least:

**21**  
**DAYS**  
before event

## Application Procedure

Each event must nominate an event organiser who is the primary contact in relation to the event. The roles and responsibilities of the Event Organiser are outlined in the City of Canada Bay's [Event Organiser Guidelines](#).

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### Complete Section 68 Form & Fees

To permit the sale of food on public land, the event organiser must complete Council's [Section 68 Local Government Approval Temporary Food Event \(Public Land\) Application Form](#) and pay the applicable fees.



Submit an application at [bit.ly/foodeventapplication](https://bit.ly/foodeventapplication)

2

### Council's Review & Approval



[VIEW TEMPLATE](#)

After payment has been made, Council will review your application and determine whether approval is granted. Use the attached template to prepare your final list of nominated vendors for Council review. Be sure to email it to [council@canadabay.nsw.gov.au](mailto:council@canadabay.nsw.gov.au), 14 days before the event.

If approved, you will receive a letter outlining the conditions of the approval. A copy of this approval letter needs to be available on the day of event.

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### Food vendors to complete notification form

Event organisers are to ensure all selected temporary food vendors complete the [Temporary Food Event Food Notification Form](#) at least 14 days before the event.



Visit [bit.ly/temporaryfoodvendorform](https://bit.ly/temporaryfoodvendorform)

## Selecting food vendors for your event?

### Pre-approved mobile food vendors

Council maintains a list of mobile food vendors with pre-approved permits that event organisers can include when completing their Section 68 application.

No fee will be charged if you choose any of the pre-approved mobile food vendors.



View the list of pre-approved vendors at [bit.ly/pre-approvedmobilefoodvendors](https://bit.ly/pre-approvedmobilefoodvendors)

### New food vendors

Event organisers are welcome to invite food vendors not on the pre-approved list. There will be a charge for each vendor selected in accordance with Council's Fees and Charges.



For more information visit [bit.ly/ccbfodsafety](https://bit.ly/ccbfodsafety)



City of  
Canada Bay



Plug & Play  
Canada Bay

# Temporary Food Vendor List

Event Organiser Name		Organisation (if applicable)	
Contact Number		Contact Email	
EVENT DETAILS			
Name		Date & Time	Location
Number of Food Vendors			

[illegible]

[illegible]