

# HUTT NEWS PETONE ROTARY FAIR

## NOTIFICATION TO OPERATE A TEMPORARY FOOD STALL

(STALLS TRADING IN FOOD ONCE A YEAR OR  
STALLS TRADING IN FOOD FOR FUNDRAISING/CHARITABLE PURPOSES)

Attached is the notification form for operating a temporary food stall at the Hutt News Petone Rotary Fair on **18 February 2017**.

A Temporary Food Stall notification **must be submitted and accepted prior to booking your site** with the Fair organisers. All food stall operators will need to complete the enclosed **notification form along with a signed copy of the Food Safety Checklist** and return to the Hutt City Council along with the appropriate fee (see listed below).

This fee covers the inspection of food stalls on the day to ensure that safe food practices are being maintained by stall operators. Cheques may be made out to the Hutt City Council and returned with the notification form.

### Schedule of fees:

Stall trading in food once per year (unregistered commercial food stall)	\$45.00
Stall outside of a food premise that does not operate under a Food Control Plan	\$45.00
Stall where food is prepared and sold for fundraising/charitable organisation	No charge

### Please note:

- If you operate your own food stall or mobile shop, you can book directly with the Fair Organiser, but must provide them with a copy of either, a current Certificate of Registration, Food Control Plan notice or National Programme notice.
- Food stalls located on the footpath outside a food premises, are not covered by the Certificate of Registration issued to that premise, however a Food Control Plan may permit this.

Council Environmental Health Officers will be visiting food stalls and mobile shops on the day to ensure that safe food practices are being carried out, so that everyone has a pleasant and enjoyable time at the fair.

Should you have any queries please contact the Duty Environmental Health Officer at the Hutt City Council on 04 570 6666.