

HUTT NEWS PETONE ROTARY FAIR

NOTIFICATION TO OPERATE A 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 food stall at the Hutt News Petone Rotary Fair in **February 2018**.

Under the Food Act 2014, a person or group of persons who trade in food for the sole purpose of:

- raising money for a charitable benevolent, philanthropic, or cultural purpose is exempt from operating a risk based measure

Schedule 3 of the Act also permits an exemption if you trade in food once a year only.

A Food Stall notification for fundraisers or those trading in food once a year, **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.

Stall where food is prepared and sold for fundraising/charitable organisation	No charge
Stall trading in food once per year (unregistered food stall)	No charge

FOOD BUSINESS OPERATORS

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 of registration
- National Programme notice of registration.

Food business operators that trade from a retail site, must ensure that the risk based measure you operate under includes the food stall operation in your scope, otherwise they are not permitted to operate.

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.

ENVIRONMENTAL HEALTH TEAM