



Application for Mobile Roadside Vending Approval (Static)

Mackay Regional Council Local Law No. 1 (Administration) 2011;
Subordinate Local Law No. 1.2 (Commercial Use of Local Government Controlled Areas and Roads) 2011.

Privacy Notice: Mackay Regional Council is collecting this information in order to process your application. Council is authorised to do this under the above-mentioned legislation. If required, council may provide your details to a collection agency that has been employed by council for the recovery of unpaid fees. In all other circumstances this information will only be disclosed to a third party with your written authorisation or as required by law.

P: 1300 622 529 | **E:** council@mackay.qld.gov.au | **F:** 07 4944 2400 | PO Box 41 Mackay QLD 4740 | **ABN:** 56 240 712 069
CS Centres: Mon-Fri, 8:30am-4:30pm | Civic Precinct, Gordon St, Mackay | 65 Broad St, Sarina | 20 Victoria St, Mirani

For your application to be assessed you must:

- Complete all relevant sections;
- Provide all supporting information referred to on this form; and
- Submit with the relevant fee.

Contact council if you have any specific enquiries regarding fees or how to complete this form. Please type or print clearly and select boxes where applicable. Enter "n/a" if the question does not apply.

SECTION A – APPLICATION TYPE

NEW APPLICATION

Complete **SECTIONS B, C, E, F and H** and provide supporting information.

AMENDMENT (e.g. change to mobile vending area)

Complete **SECTIONS B, C, E, F and H** and provide supporting information.

TRANSFER

Complete **SECTIONS B, C, D, E, F and H**.

SECTION B – APPLICANT DETAILS

Title: Mr Mrs Ms Miss Other:

Family Name: Given Name/s:

Postal Address:

Suburb: Post Code:

Home Phone: Mobile:

Email:

If there is more than one applicant, please fill in the details of the second applicant here

Title: Mr Mrs Ms Miss Other:

Family Name: Given Name/s:

Postal Address:

Suburb: Post Code:

Home Phone: Mobile:

Email:

SECTION C – BUSINESS DETAILS

Trading Name: ABN:

Trading Address:

Suburb: Post Code:

Real Property Description (Lot/Plan):

Business Phone: Business Fax:

Postal address where you can receive legal documents.

Postal Address:

Suburb: Post Code:

Contact person for business if not the applicant and/or if the applicant is a company.

Contact Person: Position:

Contact Phone: Email:

SECTION D – TRANSFER OF APPROVAL

Current approval holder's full name and signature is required if transferring approval.

- I consent to the transfer of this mobile roadside vending approval _____ to the applicant in this application.

Current Approval Holder:

Signature:

Date:

SECTION E – OPERATION DETAILS

If you are preparing food for sale as part of this operation, you must also complete an Application for a Food Business Licence.

Site Address:

Suburb:

Post Code:

Real Property Description (Lot/Plan):

Owner of property/adjacent properties:

Proposed days of operation:

Proposed times of use per day:

Proposed date/s of operation (if vending is for a one-off event only):

Method of sale of the goods or services:

SECTION F – VEHICLE DETAILS

Number of vehicles to be used as part of the approval:

Vehicle details (type, make, model, colour, rego number):

Storage address of vehicle/s when not in use:

Products to be sold from the vehicle:

SECTION G – ATTACHMENTS

Please provide:

- Proposed plan of the mobile roadside vending location/s showing:
 - All adjoining roads and road names;
 - Distances from roadways and other features (e.g. intersections, bus stops, pedestrian crossings, houses, businesses etc.);
 - Proposed set up/layout of vehicle at location in relation to each of the above.
- Copies of current registration certificate/s for each vehicle proposed to be used.
- Copy of each policy of insurance of the applicant which relates to the operation of mobile roadside vending;
- Details of waste disposal for waste generated by the activity;
- If signage is intended to be displayed, details of the signage and how the signage will be secured whilst displayed;
- If the operation of this approval incorporates the preparation of food for sale, a Food Business Licence is also required.

SECTION H – APPLICANT DECLARATION

- I declare the information provided in this application to be true and correct.

Applicant Name:

Signature:

Date:

PAYMENT OPTIONS

For a complete list of fees and charges, please refer to council's [Fees and Charges](#).

CREDIT CARD | We accept Visa or MasterCard. We do not accept American Express.

CHEQUE | Make your cheques payable to Mackay Regional Council.

CASH OR EFTPOS | You can pay at any of Council's Customer Service Centres.

OFFICE USE ONLY

Reference number: LC/H&RS/PP	Date:	Amount:
File number:	Receipt number:	Cashier: