



TẾT NEW YEAR CELEBRATION 2022 YEAR OF THE TIGER- NĂM NHÂM DẦN 2022

Application to Operate a Stall - **Terms and Conditions**

(Food or Non - Food use the **SAME APPLICATION FORM**)

1. No alcohol shall be sold or consumed at the event.
2. The Committee considers any stall holders' requests but reserves the right to make the final decision.
3. Stall holders selling FOOD and/or DRINKS may be required to attend a meeting to go over the Terms and Conditions. (Organising Committee will contact you to advise of the date and time).
4. Stall holders providing food need **to complete the Application for Special Events Permit -Food Vehicles and Temporary Food Outlets** if applicable.
5. Stall holders providing food need to self-supply a hand wash facility in accordance with the Compliance Services- Information Sheet 1.
6. Stall holders providing food are required to have a Fire Extinguishers.
7. Gas cookers and BBQs must meet the standards of the relevant authority in WA.
8. Stall holders providing food are required to have a facility (Cool room from the Organiser) to store food at below 5 C as stated in the Environmental Health Requirements Food Handling At Temporary Functions guidelines (attached below)
9. Stall holders providing food are to adhere to the requirements set out in the Environmental Health Requirements Food Handling At Temporary Functions and Guidelines – Barbecue Cooking –Sausage Sizzles (attached below);
10. Stall holders must clear all materials from their space and perform a thorough clean-up in and around their own space on the closing night of the event, SUNDAY 6 MARCH 2022. Penalty charge applied if cleanliness not completed.

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Department of Local Government,
Sport and Cultural Industries
Office of Multicultural Interests

VIETNAMESE COMMUNITY IN AUSTRALIA/WA CHAPTER INC.
CỘNG ĐỒNG NGƯỜI VIỆT TỰ DO ÚC CHÂU / TÂY ÚC

Tel: (08) 9328 9391

ADDRESS: UNIT 5 / 151 BRISBANE STREET PERTH WA 6000

Email: ypcdwa@gmail.com and cc to vietnamesewa@gmail.com, Website: www.vietnamesewa.org.au

ABN: 78 936 522 494



11. The Organising Committee reserves the right to refuse applications that are deemed contradictory to the Tet Festival spirit, or not complying with the Terms and Conditions.
12. The Organising Committee shall not be directly or indirectly liable for any loss, damage, or injury to any individual or property during the official hours of the festival.

Declaration: I/we _____ of _____ acknowledge that I/we have read and understood the [Terms and Conditions of Application to Operate a General Stall](#) and where, applicable, the Compliance Services- Information Sheet 1, Environmental Health Requirements Food Handling At Temporary Functions guideline, Environmental Health Requirements Food Handling At Temporary Functions and Guidelines – Barbecue Cooking –Sausage Sizzles

I/we agree to the [Terms and Conditions](#) described in this information pack and I/we will comply with the requirements defined therein. I/we hereby apply for a space to be used at Tết Festival 2022, venue: **PALOMA SKATE PARK, MARANGAROO, SATURDAY 5 OF MARCH (12.30pm -23:30pm) and SUNDAY 6 OF MARCH (12:00pm - 23:30pm) 2022.**

Note: Stallholders can setup the Stall at around 12.30pm on Saturday 5 of March and should be ready to trade by opening time 6pm.

Signature of Applicant- (Ký tên)

(Date)

Please return this form to below address ASAP

This form can be download from the VCA/WA website <http://www.vietnamesewa.org.au>

Please contact us by email: vpcdwa@gmail.com and cc to cmthai50@gmail.com

Tết Nhâm Dần 2022 – Vietnamese Lunar New Year Celebration 2022
Application to Operate a General Stall (Đơn ghi danh gian hàng Hội Chợ Tết 2022)

Applicant's Details (Chi tiết của người ghi danh). Please fill all sections. Xin ghi đầy đủ mọi chi tiết.

Company/organisation name (Tên của công ty/ tổ chức):

ABN #:

Contact person name (Tên của người liên lạc):

Address (Địa chỉ):

Telephone Number (Số điện thoại):

Mobile:

Email :

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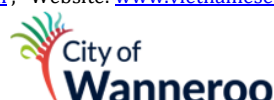
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Charges for 2 days of The Festival

One marquee 3m x 3 m + 2 tables + 12 chairs constitute a SINGLE UNIT as standard

Mỗi gian lều 3m x 3m sẽ bao gồm 2 bàn và 12 ghế

Please **circle** your Stall choice --- Xin khoanh tròn Stall nào mình muốn.

You can add more tables at Extra Charge. Nếu muốn thêm bàn phải trả phụ trội.

(One table will come with 6 chairs as standard, cannot separate. Tiêu chuẩn là mỗi bàn đi với 6 ghế.

Stall A	3mx3m + 2 tables + 12 chairs	A1 \$500
	3mx3m + 2 tables + 12 chairs + 1/2 Cool room	A2 \$650
	3mx3m + 2 tables + 12 chairs+ whole Cool room	A3 \$ 800
Stall B	3mx6m + 04 tables + 24 chairs	B1 \$850
	3mx6m + 04 tables + 24 chairs + half Coolroom	B2 \$1,000
	3mx6m + 04 tables + 24 chairs + one Coolroom	B3 \$1,150
Stall C	6mx6m + 06 tables + 36 chairs	C1 \$900
	6mx6m + 06 tables + 36 chairs + half Coolroom	C2 \$1,050
	6mx6m + 06 tables + 36 chairs + one Coolroom	C3 \$1,200
Stall D	6mx9m + 08 tables + 48 chairs	D1 \$1,000
	6mx9m + 08 tables + 48 chairs + half Coolroom	D2 \$1,150
	6mx9m + 08 tables & 48 chairs + one Coolroom	D3 \$1,300
Stall E	Food vans / drink station / Self supplied marquees	E \$ 300 One table and Six chairs, provided that the size is between 3m x 3m. Other sizes will be charged same rate as other stalls B, C, D above.

Please note:

Extra table comes with 6 chairs	\$40.00 (as SINGLE unit)
Extra Coolroom half (shared)	\$ 150
Extra Coolroom whole (private)	\$ 300

Power, lighting, toilets and water will be provided at no extra cost. Điện nước toilet miễn phí.

All Food Stalls needs to pay an Application fee for Street Trading Application Form (City of Wanneroo, included below) – Application fee: **\$100 (non-refundable) payable to the Vietnamese Community in WA**

Gian hàng bán thức ăn phải đóng lệ phí \$100 cho Council (gởi về cho Cộng đồng)

All food stalls need to have access to a mobile cool room as required by the Council

(Tất cả các gian hàng bán thức ăn phải dùng mobile cool room, theo điều lệ của Council).

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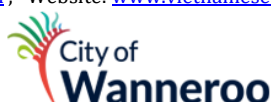
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City of Wanneroo will inspect the food stalls at around 3 to 4 PM each day. Please ensure that your online

I'AM ALERT TRAINING CERTIFICATE be clearly displayed in your stall.

To complete please go to <http://www.lmalert.com.au/foodsafety> to complete it.

Total cost:

Application fee (non-refundable): \$ _____
Add stall fee (type A1/A2/A3/B1/B2/B3/C1/C2/C3/D1/D2/D3/E): \$ _____
Add extra table: \$ _____
Add extra chair: \$ _____
Total amount TO BE PAID on 15 JANUARY 2022 to secure a place. \$ _____
Add: GST no GST applied
Total \$ _____

Please pay by bank transfer to:

Vietnamese Community WA

Commonwealth Bank BSB # 066118 Account # 1023 6058

Name of Stall (tên của gian hàng):

Description of Stall Merchandise: (Nêu rõ các mặt hàng sẽ bán trong gian hàng):

Declaration: I/we, _____ of _____

_____ acknowledge that I/we have read and understood the [Terms and Conditions of Application to Operate a Stall](#) and where, applicable, the Compliance Services- Information Sheet 1, Environmental Health Requirements Food Handling At Temporary Functions guideline, Environmental Health Requirements Food Handling At Temporary Functions and Guidelines – Barbecue Cooking –Sausage Sizzles

I/we agree to the [Terms and Conditions](#) described in this information pack and I/we will comply with the requirements defined therein. I/we hereby apply for space to be used as described above for my/our use at Tết Festival 2022

Note: Stall Operators can setup the Stall at around 12pm on Saturday 5/3/2022 and **must be ready** for trading by the opening time 6pm.

(Signature of Applicant- (Ký tên)) _____ (Date) _____

Contacts:

Vietnamese Community Office on 93289391

Email vpcdwa@gmail.com please cc to cmthai50@gmail.com

Submitting your Application before **15.1.2022**.

PLEASE DO NOT SEND any application forms or Trading Licenses to City of Wanneroo.

PLEASE FORWARD THEM TO US AS THE ORGANISING COMMITTEE.

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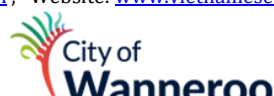
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Application for a Street Trading Licence

To: Chief Executive Officer
City of Wanneroo

I/We, _____
(Full name of applicant/s)

of _____
(Residential address of applicants/s)

apply for a license to conduct street trading within the City of Wanneroo.

Applicant Detail

Name of Business or Organisation: _____

Are you a Charitable Organisation: _____

Postal Address (If different from above): _____

Contact Details: _____ (home) _____ (work)
_____ (mobile) _____ (email)
_____ (fax)

How many assistants, other than the applicant, are expected to be employed or otherwise engaged in trading?

Location Detail

Location of proposed trading activity (plan should be submitted indicating the precise location):

Event details (If Applicable)

Event Name and Organiser _____

Event Location _____

Proposed Dates of Operation _____

Proposed hours of Operation _____

Has permission been given by the event organiser to operate at this event? _____

Details of Trading Vehicle (If Applicable)

Detailed accurate plan and description of proposed vehicle to be used for trading (including size, license plate etc.) colour photographs to be attached

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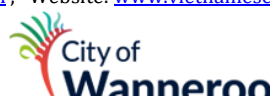
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Details of Proposed Temporary **Food** Premises (If Applicable)

Dimensions and Type of Structure: _____

Please submit with application a **floor plan** detailing the following: (see information sheet below)

Hand washing facilities

Sinks

Serveries and cooking equipment

Benches

Toilet facilities for staff

Please contact the organiser on 93289391 for assistance

Food and Equipment Details

Details of the type of food to be sold:

Details of how the food is to be stored:

Details of how the food temperature is to be controlled:

Details of any other food preparation equipment to be used:

Do you prepare any food at a permanent food premises? If yes please provide details and a copy of appropriate council approval:

Details of trade and customer waste disposal provision including any liquid waste:

Details of where the food is to be stored when vehicle/stall is not in operation:

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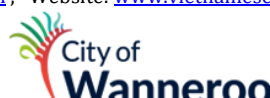
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Are the water, electricity and gas supplies self-contained or from an external source? If any are from an external source please specify from where they are obtained? _____

Water: _____

Electricity: _____

Gas: _____

Please check that you have completed all the relevant sections of the form and provided as much detail as possible. If there is not enough space on the form please provide additional details on a separate piece of paper.

Please ensure that the application is submitted at least eight weeks prior to the actual event to allow sufficient time for processing and consideration.

Please enclose a copy of a public liability insurance policy (minimum value of \$5 million), indemnifying the City of Wanneroo against all actions, suits, claims, damages, losses and expenses made against or incurred by the City of Wanneroo arising from any activity, action or thing performed or erected in accordance with the license has been attached to this application.

Declaration: I/We agree to abide by all conditions of the Trading in Public Places Local Law 1999. I/We agree to indemnify the City of Wanneroo against all actions, suits, claims, damages, losses and expenses made against or incurred by the City of Wanneroo arising from any activity, action or thing performed or erected in accordance with the License.

Signature of Applicant: _____ Date: _____

LOCAL GOVERNMENT ACT 1995
TRADING IN PUBLIC PLACES LOCAL LAW 1999
PART 5—STREET TRADING

Prohibition

28. A person shall not carry on trading in any street or public place—
- (a) Unless that person is the holder of a valid and current street trading license or assistant specified in the license; and
 - (b) Otherwise than in accordance with—
 - (i) The terms and conditions of the license; and
 - (ii) The provisions of this local law.

License Restrictions

29. (1) A Street trading licence is only transferable with the approval of the local government and on payment of the transfer fee.
- (2) A licensee shall not permit any trading activity to extend beyond the specified portion of public place detailed in the plan approved as part of the license.
- (3) The issue of a street trading licence does not confer exclusive possession or use of that portion of the street, or public place subject of the licence.

License Application

30. (1) Applications shall be in the form provided for the purpose and shall be forwarded to the local government together with the—
- (a) Application and license fee;



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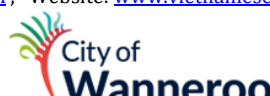
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- (b) Number of assistants to be employed in the trading at any one time;
- (c) plans of the proposed location, plus days and hours of operation;
- (d) Proposed goods, wares, merchandise or services for which trading will be carried on;
- (e) Detailed, accurate plan and description of any proposed stall, stand, table, structure or vehicle to be used for trading; and
- (f) Name and address of the person responsible for complying with any conditions imposed by the license, where the applicant is a corporation.

Street Trading License

31. A street trading license shall—

- (a) Be issued on the form used for the purpose;
- (b) Include the location, days and hours of operation and for mobile traders may include a predetermined approved route or area;
- (c) Detail the goods, wares, merchandise or services for which trading are approved under the license;
- (d) Limit the number of persons that may carry on trading at any time; and
- (e) Detail any other terms and conditions imposed with the license.

Term and Validity of License

32. Subject to clause 12 and except where otherwise stated in this local law, a street trading license remains valid until—

- (a) The expiry date stated in the license is reached;
 - (b) Approved changes are made to an existing license, including an increase or reduction in area subject of the license, or conditions under which the license was granted;
 - (c) the public liability insurance policy, where required in accordance with clause 47 lapses, is cancelled or is no longer in operation; or
 - (d) The license is cancelled by the local government;
- And in any of these events an application must first be made and a new license issued before any trading can continue or proposed changes can be made, as the case may be.

Responsibilities of Licensee

33. (1) The licensee shall—

- (a) Display a copy of the Street Trading License;
 - (b) Ensure that the licensed area is attended either by the licensee or an assistant, at all times when trading is being undertaken;
 - (c) Keep any stall, stand, table, structure or vehicle specified in the license in a clean, safe condition and in good repair;
 - (d) Keep the location specified in the license free from refuse and rubbish;
 - (e) Have the license available at all operation times and produce the license to any authorized person or any police officer when requested; and
 - (f) Remove any stall, merchandise and signs from the location to which the license applies and leave that location clean and vacant—
 - (i) At the conclusion of the permitted hours of operation specified in the license; and
 - (ii) Whenever trading is not taking place on the location to which the license applies.
- (2) The licensee shall not—
- (a) Engage in or permit any trading in any goods, wares, merchandise or services other than those specified in the license;

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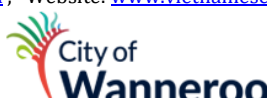
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- (b) Cause, permit or suffer any nuisance to exist, arise or continue on or from the location to which the license applies;
- (c) Deposit, place or store any goods, wares or merchandise on any street or public place, other than on the location to which the license applies;
- (d) Obstruct the free passage of pedestrians on any footpath or pedestrian access way;
- (e) use or display or permit to be used or displayed any advertisement, placard, poster, streamer, sign or signboard on or about the location specified in the license other than price tickets or labels on the permitted place not exceeding a total of 0.25 square metres of the licensed area;
- (f) Erect and maintain any signs in accordance with sub clause (f) so as to obscure any other signage on or adjacent to the licensed area;
- (g) Cry out or shout about or permit any other person to cry out or shout about any goods, wares, merchandise or services in any street or other public place;
- (h) use or permit to be used any loud hailer, microphone, amplifier or other apparatus for making or transmitting sound, on or from the permitted place specified in the license, unless approved by the local government;
- (i) use or permit to be used any record, tape, radio, bell, musical instrument or other instrument or device capable of being heard beyond the boundaries of the permitted place specified in the license unless approved by the local government;
- (j) Use or permit to be used any flashing or intermittent lighting apparatus or device on or from the permitted place specified in the licence; or
- (k) Use or permit to be used apparatus or device including flap or shelf whereby the dimensions of the stall are increased beyond that specified in the license.

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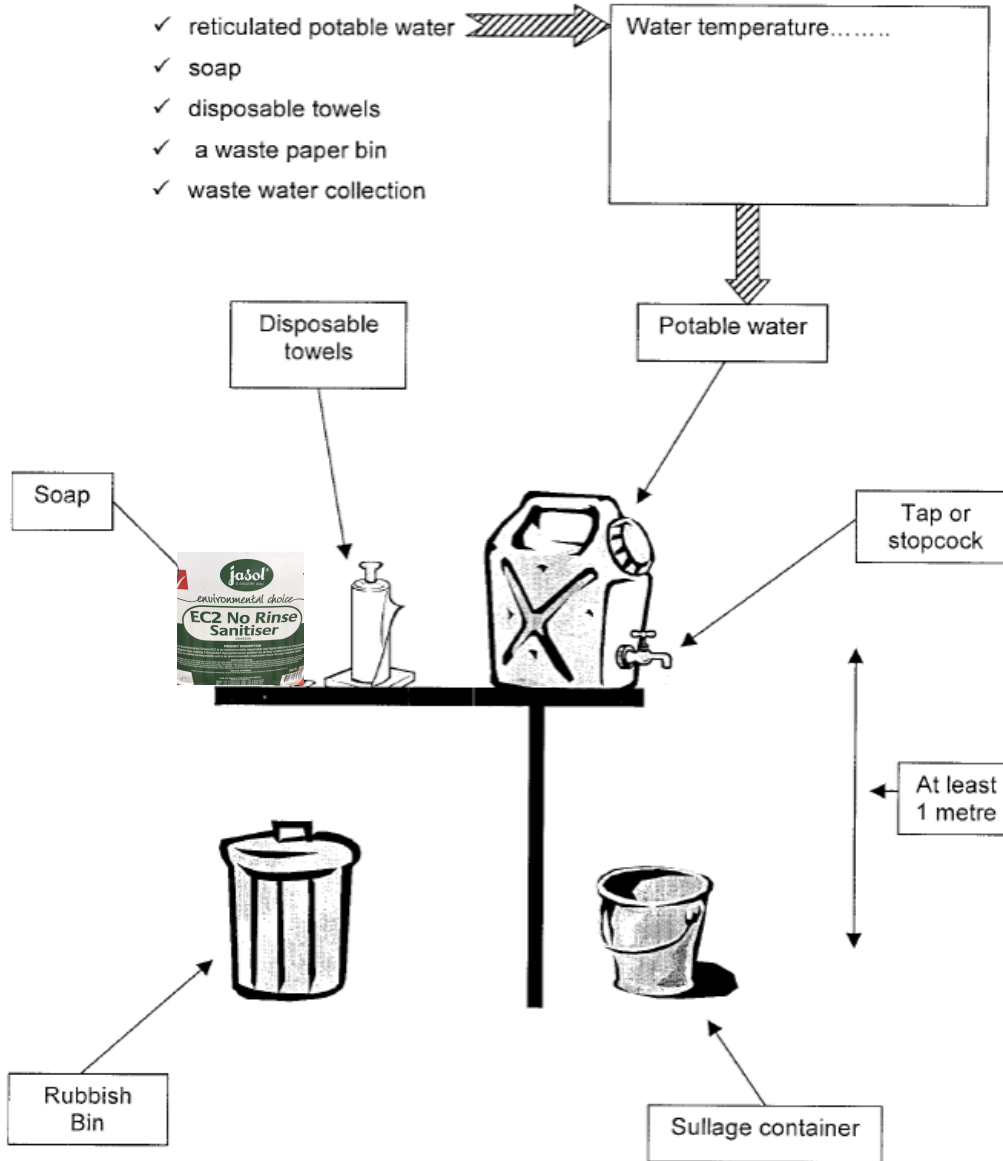
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Compliance Services – Information Sheet 1

All stalls providing food are to be supplied with a hand wash facility with the following;

- ✓ reticulated potable water
- ✓ soap
- ✓ disposable towels
- ✓ a waste paper bin
- ✓ waste water collection



Any variation to these standard requirements must be agreed prior to the event. Stalls which do not comply with agreed conditions will not be allowed to operate.

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Hand sanitiser is Mandatory as per Council regulations.

SAMPLE OF A HAND SANITISER (CAN BE FOUND IN BUNNINGS OR ANY WAREHOUSE)



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