



## Application for Permit to Sell Food

This permit applies to the following:

- A person or group of persons who sell food for personal profit (excluding fundraising); and
- Sell food once a year in any calendar year (January to December)
- The person or group of persons does not sell food online or through social media e.g. Facebook

Please note that this permit applies to food that is sold within the Horowhenua District boundaries only.

Please note that required fields are identified with an \* and a green border.

### Applicant's Details

Title\*:

First Name\*:

Surname\*:

Address including Postcode\*:

Phone\*:

Mobile:

Email\*:

### Food and Location Details

Description of food sold\*:

This needs to be a detailed description of the food, eg meat pies and chicken sandwiches.

Where will the food be sold\*?

Please be specific about this and include the number of times a year you trade from each location, eg outside The Warehouse or at Foxton Spring Fling.

Date of Event where food will be sold\*:

Do you sell food outside of Horowhenua District\*?

Yes  No

Please specify the number of times per calendar year\*:

If you are selling food containing meat, fish or seafood products where will this food be obtained?

- Not selling food containing meat, fish or seafood
  Butcher
  Fish Shop
  Supermarket
  Other (please specify below)

**Food Safety**

**If you are selling readily perishable food please provide details about how you will prevent food from being held in the temperature danger zone (5°C - 60°C)\*.**

Please include details about any equipment that you will use to assist with this, eg pie warmer, chilly bin with lots of ice.

**How will food handlers wash and dry their hands?\***

Please include details about equipment and facilities that will be available for hand washing, eg wash hand basin, soap, paper towels.

**Applicant Declaration:**

The information given above is correct at the time of completion and I will endeavour to follow the food safety tips provided in the following pamphlets:

[Food Safety Tips for Selling Food at Occasional Events](#) Or [Hot Tips for a Safe and Successful Sausage Sizzle](#)

I understand that it is my responsibility to take all of the necessary steps to ensure that the food I am selling is safe and suitable and to ensure compliance with relevant food legislation.

**Please sign your name in the space provided below**

Name\*:

Date\*:

**Notes to Applicants**

- Permits are issued in accordance with the Public Places Bylaw 2016.
- Council Reserves the right to refuse to issue permits if the applicant does not meet the criteria specified at the top of the form
- Council may cancel permits if the activity does not comply with relevant legislation and bylaws.
- Permits will be issued for a single event only and the applicant must re-apply for each event.
- If there are any changes, applicants can update permit details with Council as required.

**Return your registration by:**

- **Post to:** Attention Environmental Health Officer, Horowhenua District Council, Private Bag 4002, Levin 5540
- **Hand to:** Horowhenua District Council, 126 Oxford Street, Levin; or Te Takere; Foxton Library or Shannon Library
- **Email to:** [recordsprocessing@horowhenua.govt.nz](mailto:recordsprocessing@horowhenua.govt.nz)
- **Fax to:** (06) 366 0983



126 Oxford Street, Private Bag 4002, Levin 5540  
06 366 0999  
[enquiries@horowhenua.govt.nz](mailto:enquiries@horowhenua.govt.nz)  
[www.horowhenua.govt.nz](http://www.horowhenua.govt.nz)

**Horowhenua**  
*you want to do it online*

**Office Use Only**

This application has been:  Approved  Declined

Comments:

Approved By:

Date:

Expiry Date:

Signature:

TRIM No. D16/37959