

## **Street Traders – Gidgegannup Show**

1. Only food traders need approval (food includes beverages). No approval is necessary for the sale of non-food items.
2. All food traders need to fill out a Street Trading Licence Application Form
  - a. Commercial traders also have to provide a copy of their food business registration certificate issued by their local Council under the Food Act 2008
  - b. All traders need to provide proof of current public liability insurance
3. A fee is applicable for commercial food traders on City owned or controlled land (including the Gidge Show Grounds). Charities and community groups will have the fees waived under City policy but still need to complete the application form.
4. A bulk discount is offered if the event organiser collates all the paperwork and sends it to the City in one application. An individual application normally attracts a total fee of \$109 (daily fee of \$27 + application fee of \$82 per trader). If all the paperwork is submitted as one application then the City will charge only one application fee to cover all traders + the daily fee each ie. \$82 + (\$27 x number of traders).
5. Once all the paperwork is received, send to City of Swan. We'll check the paperwork and calculate the fee so you can arrange payment. The paperwork can be sent electronically or in hard copy, as long as it all comes in together.

### **Paperwork Required**

#### *Commercial traders*

- Completed application form
- Copy of food business registration from local Council under the Food Act 2008 (all commercial traders should have a certificate with the possible exception of some small wineries)
- Insurance certificate

#### *Charities/Community Groups/Sporting Clubs*

- Completed application (with waiver of fees request filled out at the bottom of the form)
- Insurance certificate