



Shepparton Show Food Traders Information 2019

The Shepparton Show is on Friday 11th and Saturday 12th October 2019 at the Showgrounds, 275-299 High Street Shepparton VIC 3630.

Under the Victorian *Food Act 1984*, any person (either a not for profit community group or a commercial business) selling food or drink at the Shepparton Show from a temporary or mobile food premises, must be registered with, or have notified a Victorian Council.

The registering/notifying Council is the first Victorian Council in which you operate within and is determined by one of the following criteria:

- The address of where your food business prepares or stores food before it is sold at the event,
- The address of where the vehicle is usually garaged or equipment is usually stored,
- The business address,
- The council area that you first operate in.

You must contact the registering Council to discuss your food business operations and registration requirements.

Registration or notification for temporary and mobile food premises is done online through a web based portal called "*Streatrader*" (visit - https://streatrader.health.vic.gov.au/public_site) . You will need access to the internet and have an email address. You will find tips and further information about how to register on the website.

Once you are registered with your principal Council, you may operate anywhere in Victoria while your registration remains current, provided you submit a "Statement of Trade" through *Streatrader* to the Council that you intend to operate in. You will not need to re-register again.

What do I have to do?

- My food business is currently registered with a Victorian Council -

If you are currently registered with a Victorian Council, all you need to do is login to your *Streatrader* account and submit a Statement of Trade for the Shepparton Show on 11 – 12 October 2019 at 275-299 High Street Shepparton 3630.

A Statement of Trade must be submitted at least 10 days before the event.

- My food business was registered last year (2018) but I did not renew the registration for 2019 -

Contact your principal Council. You will need to complete a registration renewal form and return the form with the relevant fee before the registration certificate can be issued.

If the principal Council was Greater Shepparton City Council, your registration would have been closed if it was not renewed by 31 December 2018. You need to reapply for registration.

You will also need to login to your *Streatrader* account and update your details. Please allow 10 days for the principal Council to process your application.

You will also need to submit a Statement of Trade for the Shepparton Show.

- **My food business is not currently registered with a Victorian council or**

- **My food business is based interstate -**

If the Shepparton Show is your first event in Victoria, you will be required to register with the Greater Shepparton City Council and on *Streatrader* before trading.

Please contact Council's Environmental Health Officer on (03) 5832 9731 to discuss the registration requirements.

The completed application form and fee can be posted to Greater Shepparton City Council, Locked Bag 1000, Shepparton VIC 3632. Cheques are to be made payable to Greater Shepparton City Council. Completed application forms can be emailed to council@shepparton.vic.gov.au and the cheque posted.

The fee for a Class 2 temporary food vehicle is \$XXX and will need a food safety program and nominate a person who has been trained as a Food Safety Supervisor.

The fee for a Class 3 temporary food vehicle is \$XXX and will need to maintain minimum records.

For more information about the Food Act classification system, please visit <http://www.health.vic.gov.au/foodsafety/bus/index.htm> .

The completed application form and fee must be received **prior to the Show** to enable Council to process your application. The registration will expire on 31 December 2019.

Once the form and fee is submitted to Council, the EHO will need to conduct an inspection before the registration is granted. This will attempted to be done on Thursday 10th October 2019.

If this is the first time you are using *Streatrader*, visit https://streatrader.health.vic.gov.au/public_site , scroll down to "Get Started" and select "Create Login" down the bottom right.

Other Information:

- **Power Supply**

Please inform the Shepparton Agricultural Society of your power supply needs for all electrical appliances. This will prevent power supply problems on the day and will ensure other food stall operators are able to store and prepare food safely.

- **Gas Safety**

Energy Safe Victoria have produced some publications about the safe use of LP gas at catering events -

- Gas Safety for Caterers at Events, and
- Code of Practice for the Safe Use of LP Gas at Public Events

These publications explain the correct and incorrect use of LP Gas and can be downloaded at www.esv.vic.gov.au (scroll down to bottom and look at brochures).

- **Certificates of Registration**

The Shepparton Agricultural Society Inc requests that food stall operators provide them with a copy of their current Food Act Certificate of Registration for insurance purposes.

For further information, please contact Greater Shepparton City Council on 5832 9731. Application forms and other information can be emailed to you. Completed application forms can be return to Council via email to eho@shepparton.vic.gov.au .