

Company Name and/or Applicant Name			
Name of Business			
Postal Address			
Vehicle Registration Number			
Contact Person		Phone	
Mobile		Email	

*Please note: mobile shops are not permitted to operate within the Waitomo District Council area except for events and street markets that have the prior permission of Council.*

1. Please outline the type of goods to be sold or type of trade you are wanting to undertake.




2. Do you intend to sell food ☐ Yes ☐ No
3. Do you intend to sell alcohol ☐ Yes ☐ No
- If you answered yes to either of these questions, please attach a copy of your current food registration and/or alcohol licence indicating the area it covers or a completed application for an alcohol licence and/or food registration.

*Please note: this permit does not permit you to serve food or alcohol. A separate food registration and alcohol licence is required.*

4. Proposed location if known

5. Outline the date of first trading and frequency of trading

6. Indicate the proposed hours of operation

7. Outline what provision you have made for the following services/facilities, if applicable:

Potable (i.e. wholesome, clean) water	<input type="text"/>
Waste water collection and disposal	<input type="text"/>
Handwash facilities	<input type="text"/>
Power source (e.g. electricity, gas)	<input type="text"/>
Parking	<input type="text"/>
Other, please specify	<input type="text"/>

## Checklist:

- ☐ Payment for permit (75% refundable if application declined)
- ☐ Photo(s) of Mobile Shop
- ☐ Copy of current alcohol licence or application for alcohol licence (if applicable)
- ☐ Copy of current food registration or application for food registration (if applicable)

As part of the processing of your application, a warranted officer of the Waitomo District Council may need to conduct a site visit to view the mobile shop or Hawkers stand.

## Conditions of Licence Mobile Shops

Conditions for the operation of mobile shops and Hawkers is contained within the Waitomo District Council Public Places Bylaw 2009.

The following conditions will apply to all permits issued under Public Places Bylaw 2009.

1. Selling being permitted from the kerbside only, not on any loading zone or part of any road or service lane designated in any Bylaw of the Waitomo District Council.
2. Selling being prohibited within 50 metres of an intersection or curve in the road that would reduce visibility.
3. Selling being prohibited from any designated parking area or parking space, unless approved by Council.
4. The mobile or travelling shop or Hawkers stall shall not be placed in such a manner as to cause a traffic hazard.
5. Selling being restricted to 50km per hour areas.
6. Selling shall be permitted only during daylight hours and for maximum period as determined by Council.
7. Selling being prohibited from any fixed position in any place or on any reserve vested in the control of the Waitomo District Council unless approval is provided by Council.
8. Shall not impede pedestrian footpaths.

Customer Signature	<input type="text"/>	Date	<input type="text"/>
Fees Due	<input type="text"/>		

**Applications can be delivered to Customer Services, Queen Street, Te Kuiti; posted to Environmental Health, Waitomo District Council, P.O. Box 404, Te Kuiti ; or emailed to [info@waitomo.govt.nz](mailto:info@waitomo.govt.nz)**

### Office Use Only

Receipt No.	<input type="text"/>	Date	<input type="text"/>
GL Code	<input type="text"/>		
Permit Valid From	<input type="text"/>	To	<input type="text"/>
Staff Signature	<input type="text"/>		

### PAYMENT OPTIONS

**Note: For your application to be processed your payment must be received together with this form and requested information.**

#### Pay in Person

You can make your payment at the Waitomo District Council Office which is based in Queen Street, Te Kuiti. Payment can be made by cash, cheque, eftpos or credit card.

#### Pay by Post

Please send your cheque together with this application form to: Waitomo District Council, P.O. Box 404, Te Kuiti 3941.

#### Pay by Direct Credit

You can make an online payment through your internet or phone banking by using the information below.

Account Information	Account details
Name of account	Waitomo District Council
Account number	03 – 0449 – 0070201 - 00
Particulars (to appear on HCC statement)	Debtors
Reference (to appear on HCC statement)	Business Trading Name