

# Food Trucks

## Frequently Asked Questions

### How to get a Licence

#### Am I eligible to apply for a Food Truck Site Licence?

To be eligible for the Food Truck Site Licence, you must hold a current Mobile Food Business Licence. If your Mobile Food Business is exempt from holding a Food Business Licence, tick the exemption box on the application form.

For further information on what type of food products are exempt, please check out the [Local Government Toolbox](#) website.

#### How do I book a Food Truck site in the Ipswich City Council area?

You can access the online booking tool if you have been granted a Food Truck Site Licence. Click [here](#) to apply for a Food Truck Site Licence.

#### How much does a Food Truck Site Licence cost?

The amount payable for a Food Truck licence will be \$100 maximum for the 22/23 financial year. Council will advise you at time of application on the actual amount payable if required.

#### What if I want to trade from a location that is not a pre-approved site?

If you would like to trade in another location that is not a pre-approved food truck site, you will need to apply for a Commercial Use of Roads Licence. Click [here](#) to apply for a Commercial Use of Roads Licence.

### Booking a pre-approved site

#### How long does it take to book a pre-approved site?

If you hold a current Food Truck Site Licence you can use the [online booking](#) system to select a site. Your booking request will then be processed by our Customer Service Team within three business days. We are currently building an automated system that will allow you to book instantly, substantially reducing the time taken to process your request.

#### Why can I only book a 4 hour time slot?

During the pilot period the maximum time allowed is 4 hours per site. This allows maximum opportunity for all trucks to explore various locations in Ipswich and conforms to required occupational health and safety (OH&S) requirements.

#### Can I book for multiple days and times for the same location on the same form?

Yes, you can. Please add further dates and times for the same location in the same booking request. For other sites you will need to submit a new request.

#### Can I recommend sites to be added to the pre-approved list of locations that are available?

Yes. We welcome recommendations, please [email us](#) with your recommendation. Include as much detail about the site location with site photos. All new pre-approved location requests then undergo a detailed assessment. Please note requests for locations within 500m of an existing food business will not be approved.

### General

#### What can delay my application?

Ipswich City Council processes thousands of applications every year. To avoid delays in processing your application:

- complete ALL required details, eg: ABN, Public Liability Insurance.
- make sure you have signed the application.
- provide as much information as possible.
- if you're unsure, please call.

#### Who can I speak to if I have any further questions?

Please email [foodtrucks@ipswich.qld.gov.au](mailto:foodtrucks@ipswich.qld.gov.au) or contact us on (07) 3810 6666.

