



FOR OFFICE USE ONLY

Food Registration No:

Receipt No:

Date:

PID:

Food Business Application Form

Food Act 2003
Sections 84, 87, 89

Application for Notification, or Registration of a Food Business

For help completing this form, please contact your local council's Environmental Health Officer

PART 1: TYPE OF APPLICATION

- I am notifying my intention to operate a food business (s84); or
- I am applying to register a food business (s87); or

PART 2: TYPE OF BUSINESS

- The food business is a one-off event
- The food business is an ongoing business
- The food business is mobile food business
- The food business will operate from fixed premises

PART 3: FOOD BUSINESS PROPRIETOR'S DETAILS

Applicant's Full Name (name of the individual or company that will carry on the food business)

ABN / ACN

Date of Birth (for non-ABN/ACN holders)

Business Address

Postal Address (if different from business address)

Business Phone Number/Mobile

Email Address

PART 4: FOOD BUSINESS DETAILS

Trading Name

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On-site Contact (if different from applicant)

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Phone number

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Email Address (on-site contact)

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Hours of Operation:

Monday:	Tuesday:	Wednesday:	Thursday:
Friday:	Saturday:	Sunday:	

For Mobile Food Businesses:

Vehicle registration number (if applicable):	
Address where vehicle is garaged, or equipment is stored:	
Proposed start date of trading	

For 'one off' or event specific Registration (single or multi-day event):

Trading Name of Stall	
Event Name	
Location of Event	
Date/s of operation	
Time of operation	

PART 5: FOOD AND FOOD HANDLING ACTIVITIES

List the types of foods to be sold (please attach details if insufficient space, a menu or product list may suffice):

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Types of food handling activities or processes to be used:

No Processing <input type="checkbox"/>	Cook-chill / sous vide <input type="checkbox"/>
Cooking <input type="checkbox"/>	Vitamising <input type="checkbox"/>
Cooling <input type="checkbox"/>	Packaging / Repacking / Labelling <input type="checkbox"/>
Reheating <input type="checkbox"/>	Vacuum packing <input type="checkbox"/>
Hot-holding /Cold-holding <input type="checkbox"/>	Preparation in advance (>4 hours) <input type="checkbox"/>
	Other (specify):

PART 6: FOOD BUSINESS LAYOUT – MOBILE FOOD BUSINESS

For mobile food businesses: please attach an A4 plan or photographs clearly depicting the layout of your vehicle, cart, tent, booth or other mobile structure. Refer to the Guidelines for Mobile Food Businesses for more information.

How is food transported to the event/site?	<input type="checkbox"/> Supplier	<input type="checkbox"/> Refrigerated vehicle	<input type="checkbox"/> Insulated vehicle
	<input type="checkbox"/> Esky with ice bricks	<input type="checkbox"/> Wrapped/lidded containers	<input type="checkbox"/> Other
How will temperature control of potentially hazardous foods be met?	<input type="checkbox"/> Refrigerator	<input type="checkbox"/> Esky with ice bricks	<input type="checkbox"/> Cool room
	<input type="checkbox"/> Bainmarie	<input type="checkbox"/> Pie warmer	<input type="checkbox"/> Cooked to order
	<input type="checkbox"/> Other		
How will temperatures be monitored during the event/market?	<input type="checkbox"/> Digital thermometer	<input type="checkbox"/> Probe thermometers	<input type="checkbox"/> Shelf thermometers
How will utensils and equipment be cleaned/ sanitised during the event/market?	<input type="checkbox"/> Portable sink	<input type="checkbox"/> Kitchen nearby (please identify location on site plan)	
	<input type="checkbox"/> Buckets of hot water	<input type="checkbox"/> Taken home (please demonstrate there will be adequate clean utensils for the duration of the event)	
Do you have access to hand washing facilities and how is this done?	<input type="checkbox"/> Yes → please provide details and provide location on the site plan		
	<input type="checkbox"/> No → it is a requirement that food stalls have hand washing facilities. Please review your operating procedures and include hand washing facilities.		
How is waste water managed during the event?	<input type="checkbox"/> Sewer outlet at registered premises	<input type="checkbox"/> Waste dump point	<input type="checkbox"/> Liquid waste holding tank
	<input type="checkbox"/> Other		

PART 7: FOOD PREPARATION & STORAGE – MOBILE FOOD BUSINESS

If any food sold from a mobile food business is to be prepared and/or stored at another location not mentioned above, please provide details, including the address of any premises where food is to be stored or prepared. Attach details if insufficient space:

PART 8: APPLICANT DECLARATION

I declare that the information provided on this form is true and correct.

I understand and agree that information on this form, and about the business and its on-going operation, may be shared between Authorised Officers, councils, and other jurisdictions to assess this application and the business' compliance with the *Food Act 2003*.

I understand that this application will be assessed on the information provided that this it is my responsibility to inform Council of any changes. Not doing so may result in a breach of the *Food Act 2003*.

I understand that under the *Food Act 2003* Council has a responsibility to ensure safe food handling and sale. Council may inspect any premises associated with the production/sale of food for the registered business. This includes, but is not limited to the premises, vehicles and event stalls. I understand that Council is not required to provide notice of any inspections.

I consent to receiving communications about this application in electronic form.

Applicant Name

Applicant Signature

Date

In the event that this application is approved and registration granted, the registration will be valid only for the information provided in this application.

Personal Information Protection Statement

The personal information requested on this form is being collected by the Council for the purpose(s) of processing applications under the *Food Act 2003* and will be used for the primary purpose or directly related purposes.

The intended recipient of the information is Council. Council may disclose the information to law enforcement agencies, counts and other organisations authorised to collect it.

Failure to provide this information will result in non-progression of this application. Personal information will be managed in accordance with the *Personal Information Protection Act 2004* and you may make application for access or amendment to your information in writing to the General Manager, PO Box 210, Huonville 7109. You may be charged a fee for this service.