

# Food Premises Business Registration or Information Update



## 1 – DETAILS OF CHANGE

New premises                                      Changes of proprietor/licensee                                      Change of trading name  
Home-based food business                                      Temporary/mobile food vending vehicles

## 2 - BUSINESS ADDRESS

Street No:                                      Shop No:                                      Centre/building name:

Street:                                      Suburb/Town

## 3 - PROPRIETOR/LICENSEE

Trading name of business                                      Type of business                                      Date of commencement of trading

### Food safety supervisor

Name:                                      Certificate number:                                      Expiry date:

## 4 - PROPRIETOR/LICENSEE CONTACT DETAILS

Company name (if applicable):                                      ABN:

Title:                                      First name:                                      Surname:

### Mailing address

Unit/Street Number:                                      Street:

Suburb/Town:                                      State:                                      Postcode:

Business phone number:                                      Mobile phone:                                      Email address:

## 5 - MOBILE FOOD VENDOR TO COMPLETE FOLLOWING SECTION

### A. Vehicle details

Vehicle registration no:

Vehicle make/model:

Vehicle colour:

### B. Site location details (proposed)

1:

2:

3:

### C. Offsite food preparation areas

Please provide details of the location(s) of any off-site food preparation areas and/or food storage including complete or preparation of food must be listed below. Provided locations of the food preparation areas must meet food hygiene requirements. The premises must be approved by council prior to operate. A copy of approval must be attached.

Proposed location 1:

Proposed location 2:

## 6 - TEMPORARY EVENT/MARKET OPERATORS MUST COMPLETE THE FOLLOWING SECTION

### Temporary Event Details

Name of event:

Location:

Stall/trading name:

Date expected to attend:

### Construction, fixture, fitting and equipment

### Description

Food storage facility: All food should be stored in a way that it is protected from contamination and is safe and suitable in an appropriate environment. Explain how?

Temperature Control: Explain of situation where it could be safe for potentially hazardous food to be kept (chilled food 5°C or below and hot food 60°C or above)

Hand washing facilities: hand washing liquid or soap, warm running water and single use of paper towels to be provided.

Floors: explain the type of floor covering if the ground surface is unsuitable.

Cooking and heating equipment:

Storage of garbage: It must arrange for the safe disposal of all waste (including waste oil) from the site in a council-approved location. Waste must not be left behind once a temporary event is over or a mobile business has moved.

Applicants name:

Signature:

#### PRIVACY & PERSONAL INFORMATION PROTECTION NOTICE

By completion of this form you may be providing Council with personal information. Council will collect the information only for a lawful purpose directly related to the function of Council. Information provided to Council may be used in conjunction with any of Council's business operations. We will take reasonable care not to disclose personal information. Exempt documents may come under the Government Information (Public Access) Act 2009.