

# APPLICATION FOR NOTIFICATION, REGISTRATION, OR RENEWAL OF A FOOD BUSINESS



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P.O. Box 595  
New Norfolk TAS 7140

ABN: 75 384 057 266

Application Fee \$ \_\_\_\_\_ Invoice Number \_\_\_\_\_  
Receipt Number \_\_\_\_\_ Sections 84, 87& 89 Food Act 2003.

For help completing this form, please contact Council's Environmental Health Officer.

## PART 1: TYPE OF APPLICATION

- ☐ Applying to register a food business registration (s84) ☐ Renewal of existing food business' registration (s89)  
☐ Notifying intentions to operate a food business (s84)

## PART 2: TYPE OF BUSINESS

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

## PART 3: FOOD BUSINESS PROPRIETOR'S DETAILS

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

ABN/ACN \_\_\_\_\_

Date of birth (For non  
ABN/ACN holder) \_\_\_\_\_

Business address \_\_\_\_\_

Postal Address (If different  
from Business address) \_\_\_\_\_

Business phone number/Mobile \_\_\_\_\_

Email address \_\_\_\_\_

## PART 4: FOOD BUSINESS DETAILS

Trading name \_\_\_\_\_

On site contact \_\_\_\_\_

(if different from Applicant) \_\_\_\_\_

Phone number \_\_\_\_\_

Email address of on-site contact \_\_\_\_\_

Vehicle registration number

**(Mobile Food Businesses only)**

## HOURS OF OPERATION

Monday \_\_\_\_\_

Tuesday \_\_\_\_\_

Wednesday \_\_\_\_\_

Thursday \_\_\_\_\_

Friday \_\_\_\_\_

Saturday \_\_\_\_\_

Sunday \_\_\_\_\_

## 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)

### 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)	<input type="checkbox"/>		

## 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.

## 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: APPLICATION 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 consent to receiving communication about this application in electronic form.

Applicant Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Personal Information Protection Act 2004** The personal information requested on this form is personal information for the purposes of the Personal Information Protection Act 2004 ("the Act") and will be managed in accordance with the Act. The personal information is being collected by Derwent Valley Council ("the Council") for the purposes of managing, assessing, advising on and determining the relevant application in accordance with the Food Act 2003 and other related purposes. The personal information may also be used for the purpose of data collection. The intended recipients of the personal information are Council officers, agents of the Council and/or data service providers and contractors engaged by the Council from time to time. The supply of this information is voluntary. However, if you cannot provide, or do not wish to provide, the information sought, the Council will be unable to accept and/or process your application.