

Rec: _____
Date: _____ EFP _____
Conditions _____
EHO signature _____

Food Act 2003  
Sections 87 & 89

# Food Business Application/Renewal

## FOOD BUSINESS PROPRIETOR'S DETAILS

Name of Business Owner.....

ACN (if a Company).....

Postal address.....

Telephone ..... Mobile Phone .....

## BUSINESS DETAILS

Name of business.....

Location of business.....

Contact person .....

Telephone ..... Mobile Phone .....

Renewal notices are sent electronically. Please clearly print the email address you would like the renewal and all other correspondence to be sent to.

Email .....

Emergency contact & telephone .....

Type of business (e.g cafe, bakery, etc.) .....

Types of food .....

How many full time equivalent (FTE) staff do you employ?.....

Proposed hours of operation (or attendance on site): Mon .....Tue .....

Wed.....Thurs.....Fri .....Sat .....Sun .....

## FOOD MANUFACTURING DETAILS

Does your business make any food products which include whole raw eggs or raw, unpasteurised egg products (egg white or yolk) that are NOT then fully cooked? e.g. aioli, tiramisu

Yes  No  (Please tick as appropriate).

If yes, list the products .....

Do you prepare or serve food at different locations (i.e. off-site catering)?

Yes  No  (Please tick as appropriate).

Does your business sell high risk uncooked ready-to-eat food items (e.g. oysters naturale, raw fish including cold smoked salmon, steak tartare, sushi)?

Yes  No  (Please tick as appropriate).

Details of skills and knowledge (food safety qualifications, training or experience) of the proprietor and food handlers (please attach details if insufficient space).....

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Details of any proposed or operational quality assurance program, food safety plan or other approved food safety management system (Please attach details if insufficient space). .....

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**PLANS AND SPECIFICATIONS - NEW OR ALTERED FOOD BUSINESSES ONLY**

For new or altered premises please attach plans and specifications or other information clearly showing the design, fitting out and arrangement of plant equipment for the proposed use.

Elevation plans should also be submitted.

\*\*\*PLEASE NOTE\*\*\* For renovations or construction of new premises, you may require Planning, Building and or Plumbing Permits. Contact City of Launceston on (03) 6323 3000 for more information.

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**SIGNATURE**

Signature of applicant for renewal/registration .....

Name of applicant..... Date:...../...../.....

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**APPLICATION FEE**

**The applicant will be invoiced when a risk assessment of the premises and the activity has been completed.**

**Please refer to our website for the current list of fees and charges.**

<https://www.launceston.tas.gov.au/Council/Payments-Fees-and-Charges>

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**Personal Information Protection Statement**

As required under the *Personal Information Protection Act 2004*

1.	Personal information is managed in accordance with the <i>Personal Information Protection Act 2004</i> and may be accessed by the individual to whom it relates, on request to Launceston City Council.
2.	Information can be used for other purposes permitted by the <i>Local Government Act 1993</i> and regulations made by or under that Act, and, if necessary, may be disclosed to other public sector bodies, agents or contractors of Launceston City Council, in accordance with Council's Personal Information Protection Policy (17-Plx-005).
3.	Failure to provide this information may result in your application not being able to be accepted or processed.