

# Notification of a Food Business

Date: \_\_\_\_\_ EFP \_\_\_\_\_

EHO Signature: \_\_\_\_\_

Food Act 2003  
Section 84

## FOOD BUSINESS PROPRIETOR'S DETAILS

Name .....

ACN (if a Company).....

Address ..... Postcode.....

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

Facsimile.....Email .....

## BUSINESS DETAILS

Name of business.....

Location of business .....

Contact person .....

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

Facsimile ..... Email .....

Emergency contact..... Telephone .....

Type of business (e.g. Cafe, Bakehouse, Restaurant etc) .....

Types of food – please tick the box:

- ☐ Prepared, ready-to-eat table meals
- ☐ Frozen meals
- ☐ Raw meat, poultry or seafood
- ☐ Processed meat, poultry or seafood
- ☐ Fermented meat products
- ☐ Meat pies, sausage rolls or hot dogs
- ☐ Sandwiches or rolls
- ☐ Soft drinks/juices
- ☐ Tea/coffee/milo
- ☐ Alcoholic beverages

- ☐ Confectionery
- ☐ Processed fruit and vegetables
- ☐ Raw fruit and vegetables
- ☐ Infant or baby foods
- ☐ Bread, pastries or cakes
- ☐ Egg or egg products
- ☐ Dairy products
- ☐ Prepared salads
- ☐ Other \_\_\_\_\_
- \_\_\_\_\_

Nature of business – please answer each question:

<ul style="list-style-type: none"> <li>Are you a small business (employs less than 50 persons for manufacturing or 10 persons for food service/retail)?</li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>Is the food that you provide, produce or manufacture considered to be ready-to-eat when sold to the customer?</li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>Do you process (chop, cook, dry, ferment, heat, and/or pasteurise) the food that you produce or provide before sale or distribution?</li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>Do you directly supply or manufacture food for organisations that cater to the sick, elderly, children under 5 years of age or pregnant women (such as hospitals, nursing homes or childcare centres)?</li> </ul>	Yes	No
<b>To be answered by manufacturing/processing businesses only:</b>		
<ul style="list-style-type: none"> <li>Do you manufacture or produce products that are not shelf stable?</li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>Do you manufacture or produce fermented meat products such as salami?</li> </ul>	Yes	No
<b>To be answered by food service and retail businesses only (includes charitable and organisations, market stalls and temporary food premises):</b>		
<ul style="list-style-type: none"> <li>Do you sell ready-to-eat food at a different location from where it is prepared?</li> </ul>	Yes	No

**Note:** In accordance with Clause (4)(3) of Food Safety Standard 3.2.2, a food business must notify the council of any proposed change to the information specified on this form, as this may alter the classification of the business.

Your Signature \_\_\_\_\_

Date        /        /

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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 Local Government Act 1993 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.

<b>File No.</b>					
<b>EO</b>		<b>OD</b>		<b>Box</b>	
<b>Doc. No.</b>					
<b>Action Officer</b>			<b>Date Received</b>		