



Food business registration

Use this form to tell us where it is proposed to operate a food business within the LGA or where existing food business registration details have changed. You are required to do so under the *Food Act 2003*.

Please ensure all fields are filled in correctly and return to Council by either -

email: council@gisc.nsw.gov.au

mail: Glen Innes Severn Council, PO Box 61, GLEN INNES NSW 2370

in person: 136 Church Street, Glen Innes, Monday-Friday 8:30am-4:30pm

Food business registration type (tick more than one where applicable)

New business Existing business Ceased to trade Change of details

PART 1: Applicant details

Registered business or Sole trader

Title Given name/s

Family name

Proprietor/Company name

ABN/ACN of occupier (if any)

Director's name/s

Postal address (all correspondence will be sent to this address)

Business telephone number

After hours telephone number Mobile number

Contact person (if different to above) Position

Date on which changes will take effect / date of commencement of business

Development Application/CDC number

PART 2: Premises details

Trading name

Fixed trading address/Temporary food stall preparation location

Number of full-time food handlers (working on an average shift) 5 or less 6-50 greater than 50
small medium large

Food safety supervisor

Name Position

Certificate number Date issued

PART 3: Business details

Type of business

- | | | |
|---|---|---|
| <input type="checkbox"/> Aged care | <input type="checkbox"/> Fruit and vegetable retail | <input type="checkbox"/> Seafood retail |
| <input type="checkbox"/> Bakery retail (hot pies) | <input type="checkbox"/> Health food shop | <input type="checkbox"/> Service station |
| <input type="checkbox"/> Bed and breakfast | <input type="checkbox"/> Hotel/motel | <input type="checkbox"/> Supermarket |
| <input type="checkbox"/> Butcher retail | <input type="checkbox"/> Kiosk | <input type="checkbox"/> Takeaway food |
| <input type="checkbox"/> Canteen/kitchen | <input type="checkbox"/> Licensed club | <input type="checkbox"/> Temporary food |
| <input type="checkbox"/> Caterer | <input type="checkbox"/> Poultry retail | <input type="checkbox"/> Wholesaler |
| <input type="checkbox"/> Charity | <input type="checkbox"/> Pub/tavern | <input type="checkbox"/> Other (detail below) |
| <input type="checkbox"/> Child-care centre | <input type="checkbox"/> Restaurant/cafe | |
| <input type="checkbox"/> Delicatessen | <input type="checkbox"/> Restaurant/caterer | |

PART 4: Declaration

I declare that to the best of my knowledge, the information provided in this application is accurate and correct.

Name	<input type="text"/>	Position	<input type="text"/>
Signature	<input type="text"/>	Date	<input type="text"/>

PART 5: Privacy and personal information protection notice

The *Privacy and Personal Information Act 1998* applies to personal information held, used and disclosed by Council. If you would like further information, please contact Council on 6730 2350. The information will be used by staff and the nominated institution for the purpose mentioned or a directly related purpose (to register or modify premises; to contact the business as needed; to provide or request information). The information is provided on a voluntary basis and you may apply to Council for access or amendment of the information at any time.

Version 1, October 2018