



Food Business Notification
Application for Registration of a Food Business Within Shire of Waroona
Food Act 2008

Please complete the form below as required by Part 9 of the *Food Act 2008*.

This form is required to ensure that we are aware of your food business, what level of risk and type of food handling, preparation, and storage is associated with your food business operation, and to provide guidance on the food safety risks associated with your business. Please use **BLOCK** letters in black or blue ink.

Trading Name of Premises:	ABN:
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Address of Premises: If applying for Mobile Food Vendor the address associated with business. Residential address is suitable.
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Details of Mobile Food Vendor Vehicle, if applicable:			
Registration Number:	State:		
Make:	Model:	Year of Manufacture:	

Postal Address: Full Name of Proprietor (name to be on registration certificate):
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Phone (Wk):	Phone (Mob):	Email:
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Is this an existing food business? YES NO If YES, name of previous premises if different _____ If NO, has an Application to Construct a Food Business form been submitted along with relevant plans? YES NO
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Is the food business a small business? YES NO

Is the food that you provide, produce or manufacture 'ready to eat' when sold to the customer? YES NO

Do you directly supply or manufacture food for organisations that cater for vulnerable persons? YES NO

Do you manufacture or produce food products that are not shelf stable? YES NO

Do you manufacture or produce fermented meat products such as salami? YES NO

Do you sell 'ready to eat' foods at a different location from where it is prepared? YES NO

Have you and/or your staff successfully completed any safe food practice courses: YES NO If so, please specify and provide copies of certificates.
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Type of Food Premises (please tick):

CATEGORY 1 (High Risk) - considered a higher risk full scale food business operation.

- Restaurant (includes cafe, canteen, takeaway shop, fast food outlet)
- Tavern, Hotel or Pub
- Mess Facility (mining or construction camp)
- Supermarket
- Bakery
- Mobile Food Vendor
- Home delivery (meals-on-wheels)
- Temporary Food Stall (*a separate application is necessary*)
- Catering Operation
- Production of Manufactured and Fermented Meat Products*
- Nursing home, Aged care, or child care centre*
- Harvesting, processing and distribution of raw oysters and other bivalves*
- Farm, vineyard, orchard or aquaculture*
- Wholesale Food Supplier (includes seafood, butchery, poultry products)*

CATEGORY 2 (Medium Risk) - selling food items of a medium risk scale.

- Bed & Breakfast
- Ice-creamery
- Coffee Shop (only selling coffee and cakes)

CATEGORY 3 (Low Risk) – selling incidental low risk food items.

- Confectionary (unpackaged)
- Meat Pie, hotdog or popcorn warmer
- Crushed ice and soft drinks

CATEGORY 4 (Very Low Risk) – selling only pre-packaged food items.

Pre-packaged Foods Only (such as pre-packaged confectionary, potato chips bottled/canned soft drinks)

Other, please specify _____

*These food premises are considered higher risk sectors and may need a Food Safety Program.

Maximum seating number if applicable _____

Fees

TYPE	FEE (per annum)
CATEGORY 1 (HR)	\$300
CATEGORY 2 (MR)	\$200
CATEGORY 3 (LR)	\$100
CATEGORY 4 (VLR)	no charge

Payment

Cheque
Money Order
Credit card
Mastercard Visa Bankcard

Amount:

Name on Card:

Card Number:

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Expiry Date: _____ / _____

Send form to:

CEO
Shire of Waroona
PO Box 20
WAROONA WA 6215

or deliver to Shire office 52 Hesse Street, Waroona.

Definitions

Process. The activity to prepare food for sale including chopping, cooking, drying, fermenting, heating, pasteurising, or a combination of these activities.
Ready To Eat. Food that is ordinarily consumed in the same state as that in which it is sold and does not include nuts totally enclosed in the shell or whole fruit and vegetables intended for further processing by the customer.
Shelf Stable. Non-perishable food with a shelf life of many months or years.
Vulnerable Person. A person who is sick, elderly, children, pregnant woman. Typically a nursing home, aged care home, or child care centre.

Privacy

The personal information collected on this form will only be used by the Shire of Waroona for the sole purpose of providing requested and related services. Information will be stored securely by the Shire and will not be disclosed to any third parties without your express written consent.

Copyright

I authorise the Shire of Waroona to reproduce any attachments provided with this form for internal purposes only.

Disclaimer

Assessment of the level of risk of the food business is at the discretion of the Shire of Waroona's Environmental Health Officer and is based upon their professional opinion of the level of food safety risk of the business operation. History of non-compliance of the Food Act 2008 will also be included in the assessment of the level of risk, and may affect risk rating.

It is recommended that you read the Food Safety Australia New Zealand Fact Sheet – 'Food business notification requirement' (also available from the website www.foodstandards.gov.au)

Signature: _____	Date: _____
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OFFICE USE ONLY			
GL Code - 113430			
Approved	YES	NO	CATEGORY - <input style="width: 30px; height: 20px; border: 1px solid red;" type="checkbox"/>
RISK – HR MR LR VLR			
File _____ FB _____			
Notes _____			
EHO _____	Signed _____	Date _____	Receipt _____