

FOOD BUSINESS REGISTRATION FORM

IMPORTANT: Under Section 100 (1) of the *Food Act 2003*

Business Details

Trading Business Name:

Address of Premises:

Lot No:

DP No:

ABN:

Email:

Phone Number:

Proprietor Details

Full Name:

Postal Address:

Email:

Phone Number:

Food Safety Supervisor

Full Name:

Certificate Number:

Expiry Date:

Business Type

Type of Business:

Café

Restaurant

Canteen

Other (Provide details):

Operational Setup:

Fixed

Temporary

Mobile

Home based business

Period of Expected Operation (temporary):

Vehicle Details (if mobile business):

Reason for Application

New Premises

Change of Proprietor/Licensee

Change of Trading Name

Change of Trading Location

Declaration

All food businesses operating within the Narrabri LGA are required to notify Narrabri Shire Council before the food business is to be conducted, by completing the approved form. Any changes to the food business, including but not limited to change of ownership, change of contact details or changes to the Food Safety Supervisor must be notified to Council by using the approved form. This applies to all food businesses including temporary events and mobile vendors. This is a legislated requirement of the *Food Act 2003* and the *Food Safety Standard 3.2.2*. The only exceptions to either of the above are not-for-profit fundraising events, which are not required to notify. All food businesses must comply with the relevant *Food Safety Standards, Food Act 2003, Food Regulation 2015* and relevant NSW Food Authority Guidelines. Council's Officers carry out both routine and random inspections of food businesses to ensure compliance with relevant food safety requirements and standards. After carrying out an inspection, an invoice will be issued to the nominated persons as prescribed by the *Food Regulation 2015*.

The design, construction and ongoing operation of all food businesses must comply with the relevant requirements of the *Food Act 2003, Food Regulation 2015* and the ANZFA *Food Safety Standards* at all times. Failure to comply with these requirements may result in enforcement action.

Applicant Name:

Applicant Signature:

Date:

Office Use Only

RECEIPT NUMBER:

FEE PAID:

Registration of new business

Alteration of registration for existing business

INCLUDED DOCUMENTS:

Food Safety Supervisor Certificate