



FOOD ACT 2008 (WA)

FOOD BUSINESS NOTIFICATION FORM / APPLICATION FOR REGISTRATION

PREMISES DETAILS

Trading Name:	
Address of Premises (if food vehicle/temporary food business please provide details of where the vehicle is garaged):	
House No:	Street Name:
Suburb:	Postcode:
Phone:	
E-mail:	
Postal Address ( ALL correspondence will be sent to this address):	
House No:	Street Name:
Suburb:	Postcode:
Name of person and position in charge (if not the proprietor):	
Details of food vehicle (make, model, registration plate):	
Details of any associated premises:	

PROPRIETOR DETAILS

Proprietor 1

Name of Proprietor: First Name (or corporate name):		
Mr/Mrs/Ms/Miss Last or Family Name:		
Residential Address:		
ABN:		
Phone:	Mobile:	Fax:
Email:		
Drivers Licence No:	Expiry Date:	Date of Birth:
Primary language spoken:		Number of equivalent full time staff:



Proprietor 2

<b>Name of Proprietor:</b> First Name (or corporate name):	
<b>Mr/Mrs/Ms/Miss</b> Last or Family Name:	
<b>Residential Address:</b>	
<b>Postal Address ( ALL correspondence will be sent to this address):</b>	
<b>House No:</b>	<b>Street Name:</b>
<b>Suburb:</b>	<b>Postcode:</b>
<b>ABN:</b>	
<b>Phone:</b>	<b>Mobile:</b>
<b>Fax:</b>	
<b>Email:</b>	
<b>Drivers Licence No:</b>	<b>Expiry Date:</b>
<b>Date of Birth:</b>	
<b>Primary language spoken:</b>	<b>Number of equivalent full time staff:</b>

**DESCRIPTION OF USE OF PREMISES** (Tick all boxes that apply – there may be more than one)

<input type="checkbox"/> Primary Production	<input type="checkbox"/> Hotel/motel/guesthouse/B&B
<input type="checkbox"/> Manufacturer/processor	<input type="checkbox"/> Pub/tavern
<input type="checkbox"/> Retailer	<input type="checkbox"/> Canteen/kitchen
<input type="checkbox"/> Food service	<input type="checkbox"/> Hospital/nursing home
<input type="checkbox"/> Distributor/importer	<input type="checkbox"/> Childcare centre
<input type="checkbox"/> Packer	<input type="checkbox"/> Home delivery
<input type="checkbox"/> Storage	<input type="checkbox"/> Temporary food premises
<input type="checkbox"/> Transport	<input type="checkbox"/> Mobile food operator
<input type="checkbox"/> Restaurant/café	<input type="checkbox"/> Market stall
<input type="checkbox"/> Snack bar/takeaway	<input type="checkbox"/> Charitable or community organisation
<input type="checkbox"/> Caterer	<input type="checkbox"/> Meals-on-wheels
<input type="checkbox"/> Other:	



**PLEASE PROVIDE MORE DETAILS ABOUT YOUR TYPE OF BUSINESS**

(For example: butcher, seafood processor, service station, bakery - preparing and baking bread, pastries, cakes, pies and sausage rolls. Pies and sausage rolls are heated for direct sale. If business is a catering business, estimate maximum patrons)

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**DO YOU PROVIDE, PRODUCE OR MANUFACTURE ANY OF THESE FOODS? (Tick all boxes that apply)**

<input type="checkbox"/> Prepared, ready to eat <sup>1</sup> table meals	<input type="checkbox"/> Raw fruit and vegetables
<input type="checkbox"/> Frozen meals	<input type="checkbox"/> Processed fruit and vegetables
<input type="checkbox"/> Raw meat, poultry or seafood (i.e. oysters)	<input type="checkbox"/> Confectionery
<input type="checkbox"/> Processed meat, poultry or seafood	<input type="checkbox"/> Infant or baby foods
<input type="checkbox"/> Fermented meat products	<input type="checkbox"/> Bread, pastries or cake
<input type="checkbox"/> Meat pies, sausage rolls or hot dogs	<input type="checkbox"/> Egg or egg products
<input type="checkbox"/> Sandwiches or rolls	<input type="checkbox"/> Dairy products
<input type="checkbox"/> Soft drinks/juices/beverages	<input type="checkbox"/> Prepared salads
<input type="checkbox"/> Other:	

**NATURE OF FOOD BUSINESS**

	Yes	No
<b>Are you a small business<sup>2</sup>?</b>		
<b>Is the food that you provide, produce or manufacture ready-to-eat when sold to the customer?</b>		
<b>Do you process the food that you produce or provide before sale or distribution?</b>		
<b>Do you directly supply or manufacturer food for organisations that cater to vulnerable persons<sup>3</sup>?</b>		

<sup>1</sup> 'Ready to eat' means food that is ordinarily consumed in the same state as in which it is sold

<sup>2</sup> Is a business that employs less than 50 people in the 'manufacturing sector' or less than 10 people in the 'food services' sector

<sup>3</sup> Standard 3.3.1 Australia New Zealand Food Standards Code



<b>To be answered by manufacturing/processing businesses only:</b>	<b>Yes</b>	<b>No</b>
Do you manufacture or produce products that are not shelf stable?		
Do you manufacture or produce fermented meat products such as salami?		
<b>To be answered by food service and retail businesses only (including charitable and community organisations, market stalls and temporary food premises):</b>		
Do you sell ready-to-eat food at a different location from where it is prepared?		

**HOURS OF OPERATION**

<b>Monday</b>		<b>Friday</b>	
<b>Tuesday</b>		<b>Saturday</b>	
<b>Wednesday</b>		<b>Sunday</b>	
<b>Thursday</b>			

**RECALL/EMERGENCY CONTACT:**

<b>First Name:</b>		
<b>Last or Family name:</b>		
<b>Phone:</b>	<b>Mobile:</b>	<b>Fax:</b>
<b>E-mail:</b>		

**Declaration:**

I, the person completing this notification / application for registration form declare that all details provided are true and correct in every particular.

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

Position: \_\_\_\_\_

In the case of a company, the signing officer must state position in the company

**Please forward the application fee and your completed notification/application for registration form to the City of Gosnells, 2120 Albany Highway, Gosnells WA 6110 or by mail to PO Box 662, Gosnells WA 6990 [For clarification or assistance please contact City of Gosnells Health Services on 9397 3000]**



<b>APPLICATION FEES</b>	<b>Number</b>	<b>Rate</b>	<b>Total</b>
Application for Registration Fee – New Premises		\$188	
Application for Registration Fee – Existing Premises		\$68	
Notification fee (for Exempt premises only)		\$58	
		<b>Total:</b>	

<b>ANNUAL RISK ASSESSMENT/INSPECTION FEES*</b>		
High Risk	\$456 Primary Classification	\$227 per additional classification/s
Medium Risk	\$394 Primary Classification	\$197 per additional classification/s
Low Risk	\$227 Primary Classification	\$114 per additional classification/s
Very Low Risk	No fee	
School Canteen	50% concession	
Community Association	50% concession	
Mobile Food Business	\$100	
Home Business	\$100	

\* Fees pro rata (calculated on a monthly basis, or part thereof, for any period prior to 30 June each year)