

NOTE FOR APPLICANTS

This Form is to be used for the purposes of making a settlement enquiry regarding health issues in relation to the sale of an existing food business.

DETAILS OF FOOD BUSINESS

Trading name:

Address of business:

Name of proprietor:

Date of settlement:

A settlement enquiry can only be made by a licenced Settlement agent operating under the Settlement Agents Act 1981 on behalf of the vendor or prospective purchaser, or by a prospective purchaser only with the consent of the current proprietor.

Please complete the relevant section below, depending on the party making the enquiry.

OPTION A: FOR USE BY SETTLEMENT AGENTS

Name of settlement agent:

Name of settlement company:

Postal address:

Email:

Business phone:

Mobile:

Signature:

Date:

OPTION B: FOR USE BY PROSPECTIVE PURCHASER

Name of prospective purchaser:

Postal address:

Email:

Business phone:

Mobile:

Signature:

Date:

DECLARATION AND CONSENT

I declare that I am the current lawful proprietor of the business detailed above which is the subject of settlement. I give permission to the City of Nedlands to disclose information to the prospective purchaser relating to the condition of the abovementioned premises including previous reports.

Name:

Position:

Signature:

Date:

FEES

Please refer to the Schedule of Fees and Charges - <https://www.nedlands.wa.gov.au/council/rates-fees-and-charges/citys-fees-and-charges.aspx>

LODGING THIS FORM:

In Person:	City of Nedlands Administration Centre, 71 Stirling Highway, Nedlands
By Mail:	Nedlands PO Box 9, Nedlands WA 6909
By Email:	health@nedlands.wa.gov.au

PAYMENT OPTIONS:

Pay in-Person:	Pay via cash, EFTPOS, cheque, money order or credit card at the Cashier at City of Nedlands Administration Centre, 71 Stirling Highway, Nedlands between 8.30am and 4.30pm Monday to Friday.
Pay by Mail:	Send a cheque or money order payable to the City of Nedlands to PO Box 9, Nedlands WA 6909.
Pay over the phone:	For credit/debit card payments made over the phone, please call the City of Nedlands on 9273 3500 and advise the Receptionist that you are paying for a food business settlement enquiry.

Note:

Upon receipt of your request, a review of the premises file will be undertaken, and relevant information provided. This may include confirmation of the current proprietor, details of any outstanding notices, and any outstanding fees. Information provided will be based on the most recent inspection records and may not reflect the current condition or circumstances of the premises.