

### PROPRIETOR/BUSINESS DETAILS

**Name of proprietor(s):**

**Name of business:**

**ABN:**

**Registered food business location:**

**Premises address:**

**Email:**

**Postal address:**

**Phone number:**

**Mobile number:**

**Food business type:**

☐ **Food stall**

☐ **Mobile food vehicle - Vehicle make:**

**Registration number:**

**Primary language spoken:**

**Number of equivalent full time staff:**

### TRADING LOCATION

**Event name:**

**Address of event:**

**Date(s) of event:**

**Times of operation:**

### DESCRIPTION OF USE OF PREMISES (please tick all the boxes that apply, there may be more than 1)

☐ **Primary production**

☐ **Manufacture/processor**

☐ **Retailer**

☐ **Food service**

☐ **Distributor/importer/wholesaler**

☐ **Packer**

☐ **Storage**

☐ **Transport**

☐ **Restaurant/café**

☐ **Temporary food premises**

☐ **Mobile food operator**

☐ **Market stall**

☐ **Charitable or community organisation**

☐ **Snack bar/takeaway**

☐ **Caterer**

☐ **Hotel/motel/guesthouse**

☐ **Pub/tavern**

☐ **Canteen/kitchen**

☐ **Hospital/nursing home**

☐ **Childcare centre**

☐ **Family day care**

☐ **Home delivery**

☐ **Meals-on-wheels**

☐ **Animal food processing premises**

☐ **Retail pet meat shop**

☐ **Other** \_\_\_\_\_

**DESCRIPTION OF USE OF PREMISES CONTINUED**

Please provide more details about your type of business (for example: butcher, bakery, seafood processor, soft drink manufacturer, milk vendor, service station. If business is a catering business, please provide maximum patrons estimate).

Do you provide, produce or manufacture any of the following foods? Please tick all boxes that apply.

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

**NATURE OF FOOD BUSINESS**

To be answered by all businesses:

Yes

No

Are you a small business<sup>2</sup>?

☐☐

Is the food that you provide, produce or manufacture ready to eat when sold to the customer?

☐☐

Do you process<sup>3</sup> the food that you produce or provide before sale or distribution?

☐☐

Do you directly supply or manufacture food for organisations that cater to vulnerable persons<sup>4</sup>?

☐☐

To be answered by manufacturing/processing businesses only:

Yes

No

Do you manufacture or produce products that not shelf stable<sup>5</sup>?

☐☐

Do you manufacture or produce fermented meat products such as salami?

☐☐

To be answered by food service and retail business only (including charitable and community organisations, market stall and temporary food premises):

Yes

No

Do you sell ready to eat food at a different location from where it is prepared?

☐☐**DECLARATION**

I/we being the person making this application declare that the information contained in this application is true and correct in every particular.

Signature of applicant:

Date:

## IMPORTANT INFORMATION

It is the food businesses responsibility to comply with the legislation requirements. To assist businesses meet the requirements the City has developed a number of guideline information sheets. Proprietors should refer to these guidelines to ensure what is being proposed will be acceptable.

## FACT SHEETS, GUIDELINES AND OTHER INFORMATION:

Additional information, including fact sheets and guidelines on food handling and food safety, may be found on the following websites;

Department of Health – [www.public.health.wa.gov.au](http://www.public.health.wa.gov.au)

Food Standards Australia New Zealand – [www.foodstandards.gov.au](http://www.foodstandards.gov.au)

City of Nedlands – [www.nedlands.wa.gov.au](http://www.nedlands.wa.gov.au)

## LEGISLATION REQUIREMENTS:

*Food Act 2008* (available from the State Law Publisher at [www.slp.wa.gov.au](http://www.slp.wa.gov.au))

*Food Regulations 2009* (available from the State Law Publisher [www.slp.wa.gov.au](http://www.slp.wa.gov.au))

*Australia New Zealand Food Standards Code* (available from FSANZ [www.foodstandards.gov.au](http://www.foodstandards.gov.au))

*City of Nedlands Health Local Laws 1997* (available from City's website [www.nedlands.wa.gov.au](http://www.nedlands.wa.gov.au))

*City of Nedlands Trading in Public Places Local Law 2000* (available from City's website [www.nedlands.wa.gov.au](http://www.nedlands.wa.gov.au))

## FREE FOOD SAFETY TRAINING:

To assist food businesses in meeting the requirements of ensuring their staff have sufficient skills and knowledge, the City of Nedlands provides free food safety training. The "I'M ALERT" food safety program is available at [www.nedlands.imalert.com.au](http://www.nedlands.imalert.com.au) or via the City's website at [www.nedlands.wa.gov.au](http://www.nedlands.wa.gov.au)

Should you have any queries regarding any of the above, please do not hesitate to contact the City of Nedlands Health Services on 9273 3500.