



## APPLICATION FOR REGISTRATION OF FOOD BUSINESS

*Food Act 2003 Section 100, 101A  
Food Safety Standard 3.2.2 of the Food Standard Code  
Local Government Act Section 68*

### 1. Applicant and contact details

Mr  Ms  Mrs  Dr  Other:

Given name/s

Surname

Company/organisation

ABN or ACN (if any)

Registered food business trade name:

#### **Applicant:**

Postal address:

Business postal address:

Suburb or town:

State:

Postcode:

Daytime telephone:

Mobile:

Email address:

#### **Proprietor:**

Proprietor's name:

Contact number:

#### **Manager:**

Manager's name:

Contact number:

### 2. Type of food business

*Tick appropriate box and describe the type of business that you seek to register.*

- Fixed Food Business** – applies to food businesses operating from fixed premises – proceed to section 3.
- Temporary Food Business** – this classification covers all types of food businesses who sell food at regular, temporary or one off events. Examples include fairs, festivals, markets and shows – proceed to section 4.
- Mobile Food Vendor** – applies to food businesses operating from a mobile vehicle which may travel from place to place to trade within the same given day– refer to Council's Mobile Food Vendor Procedure – proceed to section 5.
- Water Carrier** – applies to operators that supply water for potable use – proceed to section 6.

### 3. Details of fixed food business

Fixed food business address

**Proceed to section 7**

#### 4. Temporary food vendor

I wish to operate as a temporary food business within Bellingen Local Government Area.

Temporary food businesses should refer to and comply with the NSW Food Authorities, "Guidelines for Food Businesses at Temporary Events"

<http://www.foodauthority.nsw.gov.au>

The Temporary Food Vendor Help Sheet and Checklist along with required attachments submitted with this form (please tick one):

Yes       No

**Proceed to section 7**

#### 5. Mobile food vendor

##### Local Government Act, Section 68 – approval to undertake an activity

In accordance with the provisions of Section 68 of the Local Government Act approval is required for the use of a standing vehicle or any article for the purpose of selling any article in a public place within the Bellingen Local Government Area. A mobile food vendor is a vendor that moves from place to place to trade within the same given day.

I wish to obtain approval to operate as a Mobile Food Vendor within a public place within the Bellingen Local Government Area.

Council will use the information on and attached with this form to consider and determine your request, subject to the assessment and completion of a satisfactory inspection of the mobile food vending vehicle.

**Provide the following details in respect to the Mobile Food Vending Vehicle:**

Make:

Registration No:

Year of manufacture:

The Mobile Food Vendor Help Sheet and Checklist along with required attachments are submitted with this form (please tick one):

**Yes**       **No**

##### Public Risk and Property Damage

The vehicle owner/operator must keep an Insurance Policy in respect to public and products liability of an amount of not less than \$20 million (for each accident or event). An insurance policy confirming compliance with this requirement must be submitted with the Application for Registration of a Food Business and must cover injury, loss or damage to persons or property arising out of the activity carried out under this permit or the granting of this permit by the council.

A copy of the insurance policy is attached to this application.

**Yes**

**Proceed to section 7**

#### 6. Water carrier

##### Local Government Act, Section 68 - approval to undertake an activity

In accordance with the provisions of Section 68 of the Local Government Act approval is required to draw water from a council water supply or a standpipe or sell water so drawn

I wish to draw water from a Council water supply or a standpipe or sell water so drawn within the Bellingen Local Government Area

Council will use the information on this form to consider and determine your request, subject to the assessment and completion of a satisfactory inspection of the water carrier vehicle.

Vehicle registration:

Tank Capacity

Distinguishing features of the vehicle:

**Proceed to section 8**

## 7. Indicate predominant cuisine prepared

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Chinese              | <input type="checkbox"/> Thai                                   | <input type="checkbox"/> Indian         |
| <input type="checkbox"/> Malaysian            | <input type="checkbox"/> Ethiopian                              | <input type="checkbox"/> Japanese       |
| <input type="checkbox"/> Vegan                | <input type="checkbox"/> Vegetarian                             | <input type="checkbox"/> Healthy Eating |
| <input type="checkbox"/> Bakery               | <input type="checkbox"/> Fast Food ( i.e. pizza, kebab, burger) | <input type="checkbox"/> Grocery        |
| <input type="checkbox"/> Other – specify..... |   |   |

### Nominate Risk Category of your business using definitions below:

- High Risk:** Those serving unpackaged food that would need temperature control to keep the food safe to eat, such as burgers, curries, pies and cooked rice.
- Medium Risk:** Those serving food that may contain harmful bacteria but would not normally be expected to promote the growth of bacteria, such as fruits, vegetables, milk based confectionary.
- Low Risk:** Those serving food that is unlikely to contain or support the growth of harmful bacteria such as grains, cereals, fizzy drinks, sugar based confectionary.

**Proceed to section 8**

## 8. Other notifications

### Food Safety Supervisor (FSS)

All food businesses preparing ready to eat potentially hazardous foods are required to have a Food Safety Supervisor.

**Please advise if you have a current FSS for your food business:**  Yes  No

**Name of FSS:**

**Date of expiry:**

## 9. Applicable fees and charges

To view the applicable fees and charges associated with this application please refer to Council's adopted fees and charges at [www.bellingen.nsw.gov.au](http://www.bellingen.nsw.gov.au)

## 10. Privacy and personal information protection notice

- This information is voluntarily required to process your request and will not be used for any other purpose without seeking your consent, or as required by law;
- Your information may comprise part of a public register related to this purpose;
- Your application will be retained in Council's Records Management System and disposed of in accordance with the Local Government Disposal Authority;
- Your personal information can be accessed and corrected at any time by contacting this Council.

## Declarations

Tick appropriate box/s

- Fixed Business/Mobile Food Vendor/Temporary Food Business/Water Carter:** I declare that to the best of my knowledge all particulars supplied by me are correct and completed. I understand that inaccurate or false statements may cause my application to be delayed or rescinded.
- Mobile Food Vendor:** I declare that I have reviewed Council's Mobile Food Vendor Procedure, understand the applicable operating provision and if approval to operate is granted, will comply with all relevant provisions.

## Applicant's signature/s

I declare that to the best of my knowledge all particulars supplied by me are correct and completed. I understand that inaccurate or false statements may cause my application to be delayed or rescinded.

**Signature/s:** ..... **Date:** ...../...../.....

### OFFICE USE ONLY

Date received:

Receipt #:

Amount: