



# Food Act 2008

## Notification and Registration Form

**Please return to;**  
 Shire of York  
 PO BOX 22,  
 YORK WA 6302  
 Telephone: (08) 9641 2233  
 Facsimile: (08) 9641 2202  
 Email: records@york.wa.gov.au

### Proprietor/Business details

Proprietor Name:			
Postal Address:			
ABN:			
Phone:		AH	
Email:		Web site	
Primary language spoken:		Number of equivalent full time staff:	

### Premises details (if As Above write "AS ABOVE")

Address of Premises: <i>(if food vehicle/temporary food business please provide details of where the vehicle is garaged)</i>			
Phone:			
Email:		Web site	
Name of person in charge (if different from proprietor):		Job title	
Details of food vehicle (make, model, registration plate)			
Make:		Model:	
		Registration	
Details of any associated premises:			

### Description of use of premises

*Please tick **all** boxes that apply (there may be more than one)*

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

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

**Nature of food business (Please tick box)**

	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 the food that you produce or provide before sale or distribution?		
Do you directly supply or manufacturer food for organisations that cater to vulnerable persons <sup>3</sup> ?		
<b>Only answer if business is manufacturing/processing</b>		
Do you manufacture or produce products that are not shelf stable?		
Do you manufacture or produce fermented meat products such as salami?		
<b>Only answer if business is food service and retail including charitable, community organisations and market stalls:</b>		
Do you sell ready-to-eat food at a different location from where it is prepared?		

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<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*

**Training and Experience**

Please provide details of;

Food Safety Training Qualifications Achieved;	
Previous Food Business Experience;	

**Hours of operation:**

Monday		Friday	
Tuesday		Saturday	
Wednesday		Sunday	
Thursday			

**Recall contact:**

First name			
Last name			
Phone		A/H:	Fax:
Email			

**Temporary Food Stall**

Please provide the name and address of food premises where food is manufactured or packaged for sale:

Name of Supplier	
Address	

**Required Attachments**

<input type="checkbox"/>	Please attach a copy of Business Registration issued by the Ministry of Fair Trading
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**Declaration:**

I, the person making this application declare that:

- the information contained in this application is true and correct
- Notification of Food Business **\$67.00**
- Registration of Food Business **\$195.00**
- Food Vehicles all classes inspection Fee **\$150.00**
- Food Business – Annual Surveillance & Monitoring Fee **\$180.00**
- Shire planning and building approval has been obtained prior to lodging this application.

**Signature of applicant:** \_\_\_\_\_

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

**Date:** \_\_\_\_\_**Privacy Statement**The Shire of York complies with the Federal *Privacy Act 1988*. The information contained in this form will not be disclosed to any third parties.