

Food Act 1984 Notification of a Food Premises

This form is only applicable to Class 4 food premises. If the business intends to conduct food handling activities other than those described on page 2, please contact Council as this may alter your food premises classification.

Proprietor Details: (legal entity – cannot be a trust)				
Proprietor Type: (please tick)	<input type="checkbox"/> Individual -	Name		ABN
	<input type="checkbox"/> Company	Name	ABN	ACN
	<input type="checkbox"/> Partnership	Name 1	Name 2	
	<input type="checkbox"/> Trustee	Trustee Name:		ABN
If company, specify name of person completing the application				
Name:			Authority (position within company)	
Email			Mobile	
Premises Details:				
Trading Name (if known):				
Premises Address:				
Postal Address: (If different to above)				
Do you conduct Offsite Events?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Streatrader Registration Number	
Trading Hours				
Primary Contact				
Given Name:			Family Name:	
Email:			Mobile:	

The personal information requested above is for the purpose of administering the Food Act 1984 and will be used solely by Council for that primary purpose or directly related purposes. The intended recipients of the information are Council officers. Council may disclose the information to law enforcement agencies, courts and other organisations authorised to collect it. Individuals have a right to seek access to their personal information and make corrections by contacting Council's Environmental Health Unit on 9262 6197. You may view Council's Privacy Policy on our website www.whitehorse.vic.gov.au or obtain a copy from any of the Council offices.

Food Business Details

Food Act Notification Information for Food Businesses

Please tick the type of food handling activity which best describes your food business:

A food premises at which the **only** food handling activities are of one or more of the following:

- ☐ The sale of pre-packaged low risk food such as confectionery, crisps, frozen ice cream, milk, bottled drinks. For example, newsagents, service stations, pharmacies, cinemas, supermarkets or some milk bars; or
- ☐ The sale of sausages that are cooked and served immediately, with or without onions cooked at the same time, and bread and sauce when cooked and sold at a temporary food premises or by a non-profit body; or
- ☐ The sale of biscuits, tea or coffee (with or without milk or soymilk) by a community group at a temporary stall; or
- ☐ a wine tasting for members of the public, which may include the serving of cheese or low risk food that has been prepared and is ready to eat; or
- ☐ the sale to members of the public or the wholesale of whole (uncut) fruit or vegetables; or
- ☐ the handling of low-risk food or cut fruit or vegetables and the serving of that food to children at an education and care services facility within the meaning of the Education and Care Services National Law, and children's services within the meaning of the Children's Services Act 1996 (Victoria)
- ☐ offering members of the public a free sample of a low-risk food for immediate consumption if that food is, or will be, available for sale at the premises in a packaged form
- ☐ serving of coffee, tea (with or without milk, soy, almond or any other liquid), alcohol (including the addition of sliced fruit, pasteurised dairy products), water, soft drink (except fermented soft drinks containing a live culture) intended for immediate consumption but does not include unpasteurised processed fruit or vegetables (for example, fresh juice) or any drink which has any other potentially hazardous food added, such as unpasteurised egg.

Council must be contacted if you intend changing the class of your business.

Proprietor Declaration

I understand and acknowledge that:

- The information provided in this application is true and complete to the best of my knowledge
- This application forms a legal document and penalties exist for providing false or misleading information

If the business is owned by a sole trader or a partnership, the proprietor(s) must sign and print names(s)

If the business is owned by a company or association – the applicants on behalf of that body must sign and print their name.

Proprietor Name:		Proprietor Signature	
Position:		Date:	

Return completed form to:

- Via Email to health@whitehorse.vic.gov.au
- By Mail - City of Whitehorse, Locked Bag 2 Nunawading DC 3131
- In person at either the locations below:

Whitehorse Civic Centre
379-397 Whitehorse Road
Nunawading Vic 3131

Box Hill Service Centre
Box Hill Town Hall
1022 Whitehorse Road
Box Hill Vic 3128

Forest Hill Service Centre
Shop 275, Forest Hill Chase Shopping Centre
270 Canterbury Road
Forest Hill Vic 3131