

## Notification Food Business

City Development – Environmental Services

### Guidance

Once received this information will be entered into Council's Food Business Register. Your premises will then be routinely inspected at least once per year dependent upon risk and on-going performance and compliance with the Regulations.

**Note:**

- At the completion of a routine inspection, all food businesses will receive a Food Premises Assessment Report. This report may require the proprietor of the food business to undertake corrective action to address areas of non-compliance and re-inspections may be necessary.
- Food businesses are then invoiced after each routine inspection and re-inspections where required.

### 1 Business Details

Entity Name:

Entity ABN/ ACN:

Trading/ Business Name (if different from above):

Trading Address (location of food business):

Trading/ Business Postal Address (as registered with ASIC):

Contact Person:

Telephone/ Mobile:

Email:

### 2. Details of the Applicant

Mr  Mrs  Ms  Other:

First Name:

Last Name:

Unit / Street No:

Street Name:

Suburb:

State:

Postcode:

Telephone / Mobile:

Email:

### Office use only

Receipt Number:

Amount \$:

Issue Date: 03/2021

Review Date:03/2023

Form No: 392

Owned by: Env Services



3. Description of Food Business (please tick all applicable)		
<input type="checkbox"/> Bakery	<input type="checkbox"/> Fruit & Veg	<input type="checkbox"/> Service Station
<input type="checkbox"/> Cafe	<input type="checkbox"/> Ice Creamery	<input type="checkbox"/> Supermarket
<input type="checkbox"/> Canteen	<input type="checkbox"/> Motel / B&B	<input type="checkbox"/> Sushi Bar
<input type="checkbox"/> Caterer	<input type="checkbox"/> Pub/Hotel/Club	<input type="checkbox"/> Takeaway
<input type="checkbox"/> Childcare Centre	<input type="checkbox"/> Restaurant	<input type="checkbox"/> Water Carter
<input type="checkbox"/> Other (please specify):		

#### 4. High Risk Food Preparation

Will your food business undertake high risk food preparation that involves the processing of "house made" dishes/condiments/desserts?

Yes (please tick all applicable)

<input type="checkbox"/> Tiramisu	<input type="checkbox"/> Mousse	<input type="checkbox"/> Deep Fried Ice cream
<input type="checkbox"/> Sushi	<input type="checkbox"/> Pate	<input type="checkbox"/> Hollandaise Sauce
<input type="checkbox"/> Bearnaise Sauce	<input type="checkbox"/> Liver Parfait	<input type="checkbox"/> Raw egg condiments
<input type="checkbox"/> Soft yolk breakfast eggs	<input type="checkbox"/> House made burger patties	<input type="checkbox"/> Other (specify below)

#### 5. Food Safety Supervisor (FSS)

A FSS may be applicable to your food business - For information on how to be trained as a FSS go to <https://www.foodauthority.nsw.gov.au/retail/fss-food-safety-supervisors>

FSS name:

FSS certificate number: \_\_\_\_\_ Date of expiry: \_\_\_\_\_

#### 6. Applicant Declaration

I declare that all information supplied in this application form is true and correct and understand that it is an offence under Section 42 of the *Food Act 2003* to supply false or misleading information. I/We hereby permit any duly authorised officer of the Council of the City of Shoalhaven to enter the premises to carry out inspection as required for the administration of the Act(s) and Regulations.

Applicant signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### Important Information

Privacy & Public Access to Information

Information supplied on this form will be managed in accordance with [Council's Privacy Management Plan](#), [Public Access to Council Information Policy](#) and relevant legislation. Certain information supplied to and held by Council may be made available to the public pursuant to the provisions of the *Government Information (Public Access) Act 2009* (GIPA Act). Further information on privacy and public access to information can be found on Council's website: <https://shoalhaven.nsw.gov.au/My-Council/About-Council/Privacy-and-personal-information>

#### Lodgement Details

You can lodge the completed application by

**Email:** [council@shoalhaven.nsw.gov.au](mailto:council@shoalhaven.nsw.gov.au) or

**In person:** Council offices at Bridge Rd, Nowra or Deering St, Ulladulla.

**Mail:** PO Box 42, Nowra NSW 2541 Australia

Once your application is received, a Council Officer will contact you if further information is required.