

New Food Business Registration Form

Food Act 2008 - Section 110



Purpose

Use this form to register a new food business with the Shire of Nannup.

Business Details

Business Name:

Business Address:

Postal Address:

(if different from above)

Owner / Proprietor Name(s):

Phone:

Email:

ABN / ACN:

Maximum number of staff (including yourself):

Food Business Activities

Where will food be sold?

Same as business address

Other

Description of the type of business and food handling activities: (e.g. butcher, baker, cafe, restaurant etc.) (storage, preparation, cooking, refrigeration, transport etc.)

Description of food on offer:

Food Safety Supervisor

Do you handle foods that are not pre-packed or need to be kept hot or cold to stay safe (i.e. unpackaged or potentially hazardous food such as meat, dairy or cooked meals)?

Yes → You must have a Food Safety Supervisor

No

If yes, have you attached your Food Safety Supervisor Certificate?

Yes

No (required before registration)

Food Safety Supervisor Requirement

If you handle unpackaged or potentially hazardous food, you must appoint a Food Safety Supervisor in accordance with Food Safety Standard 3.2.2A. The Food Safety Supervisor must:

- Have completed approved training
- Be reasonably available to the business
- Hold a certificate that is refreshed every 5 years

A copy of the current certificate must be provided before the business can operate.

Plans / Setup

Provide details of your food preparation setup

This can be:

- A floor plan or sketch of your food preparation area
- Photos of your kitchen, stall, or vehicle

Your information should show:

- Where food will be prepared and stored
- Hand washing and dish washing facilities
- Main equipment (e.g. fridges, cooking appliances)

Plan and/or Photos attached

- Yes
- No (required before registration)

Declaration

I declare that the information provided is correct and that I will comply with relevant food safety laws.

Name:

First Name

Last Name

Date:

Day Month Year

Fees

The following fees apply;

- **Registration Fee: \$140**
- **Annual registration fee**
 - **High Risk: \$400**
 - **Medium Risk: \$250**
 - **Low Risk: \$110**

You will be contacted to arrange payment once the Shire has assessed and determined the risk classification of your food business.