

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:	<input type="text"/>
Business Address:	<input type="text"/>
Postal Address:	<input type="text"/>
Owner / Proprietor Name(s):	<input type="text"/>
Phone:	<input type="text"/>
Email:	<input type="text"/>
ABN / ACN:	<input type="text"/>
Maximum number of staff (including yourself):	<input type="text"/>

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

Is your business required to appoint a Food Safety Supervisor? (if you are unsure, please see below for more info)

- Yes
 No

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

- Yes
 No (required before registration)

Food Safety Supervisor Requirement

Food businesses are required to appoint a Food Safety Supervisor if they handle unpackaged, potentially hazardous food that:

- Is used in the preparation of ready-to-eat, potentially hazardous food to be served to a consumer, or
- Is ready-to-eat food intended for retail sale by the business.

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.

For more information on the course available and the relevant units of competencies

https://www.health.wa.gov.au/articles/f_i/food-safety-supervisor-training-course

For more information on how the standard applies to your food business

https://www.health.wa.gov.au/articles/f_i/food-safety-management-tools-for-food-businesses

If you are unsure if you are required to appoint a Food Safety Supervisor, please contact the Shire's Health Services on 9756 1018 as soon as possible.



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, where required, I have the property owner's permission.

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.