



Food Business Licence – Application for Amendment

Food Act 2006 Part 5 Section 74

ABN: 45 596 234 931

IMPORTANT NOTICE – Privacy Statement

Scenic Rim Regional Council is collecting your personal information in accordance with *Food Act 2006* in order to assess your Business Licence Amendment. The information will only be accessed by Scenic Rim Regional Council for Council business related activities only. Your information will not be given to any other person or agency unless you have given us permission or we are required by law. Your personal information is handled in accordance with the *Information Privacy Act 2009*.

This application form is only applicable if you are requesting an amendment to your current Food Business Licence. You need to clearly indicate the proposed amendment(s) eg change the Licensee details, the location of the premises, the design and fit-out of the premises and/or the processes or activities to be operated. **(NOTE: The Application for Amendment must be accompanied by the current Food Business Licence Certificate to facilitate the issue of an amended licence.)**

Section 1 - Applicant / Licensee Details *(please print)*

Current Licence Holder *(Name in Full)*:

Address:

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Postal Address *(If different to above)*:

Existing Food Business Licence Number:

Contact Name:

Telephone: Work: Mobile:

Email: Fax:

Section 2 - Food Business Details *(please print)*

Company Name *(if applicable)*:

ACN / ABN:

Trading Name *(if applicable)*:

Types of Food Sold:

Current Address of Food Premises *(include Shopping Centre, if applicable)*:

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Real Property Description *(Lot & RP)*:

Floor Area: Up to 250m² Over 250m²

NB: Floor area includes all areas associated with the premises for handling, storage, sale of food, toilets and refuse areas but not including areas solely used for dining on the premises

OFFICE USE ONLY		
Charge raised by Department	Receipt Source – Licence / Enter Licence #	L&C Admin
Amount	Receipt No:	Date:
EHO Classification of Business		

Section 3 - Amendment Details (please tick and complete details below, where applicable)

- Amendment to Licensee details
- Amendment to the location of the premises
- Amendment to the design and fit-out of the premises
- Amendment to the processes or activities to be operated at the premises
- Amendment to the Food Safety Program
- Amendment to the Food Safety Supervisor

Provide details of the proposed amendment(s)

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Current Licensee Signature

Signature of Current Licensee: Date:

Printed Name of Signatory:

NOTE: Please ensure Section 4 – Amendment to Licensee Details is completed and signed by the new proposed Licensee if the proposed amendment involves a change of Licensee for the food business.

Section 4 – Amendment to Licensee Details *(only applicable if the amendment involves a change of licensee for the food business)*

Proposed Licensee and Food Business Details (to be completed by the new licensee)

Proposed Licence Holder *(Name in Full)*:

Address:

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Postal Address *(If different to above)*:

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Contact Name:

Telephone: Work: Mobile:

Email: Fax:

Company Name (if applicable):

ACN / ABN:

Trading Name (if applicable):

What skills and knowledge in food safety and hygiene matters does the proposed licensee possess?

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Has the proposed licensee(s) been convicted for a breach of any food legislation? *If the applicant is a corporation or an incorporated association, an executive officer of the corporation or a member of the association's management committee are included.*

Yes No If Yes, please attach details

Has the proposed licensee(s) previously held a licence under the *Food Act 2006*, the *Food Act 1981* or a corresponding law that was suspended or cancelled? *If the applicant is a corporation or an incorporated association, an executive officer of the corporation or a member of the association's management committee are included.*

Yes No If Yes, please attach details

Has the proposed licensee(s) been refused a licence under the *Food Act 2006*, the *Food Act 1981* or a corresponding law? *If the applicant is a corporation or an incorporated association, an executive officer of the corporation or a member of the association's management committee are included.*

Yes No If Yes, please attach details

Signature

I/We (being the proposed licensee) hereby consent to the amendment of this Licence to facilitate a change to the licensee in accordance with the above details.

Signature of new (proposed) Licensee: Date: