



SHIRE OF WAROONA
APPLICATION FOR APPROVAL TO CONSTRUCT / RENDER ALTERATIONS TO FOOD PREMISES
Food Act 2008

This application form is required if you intend to construct, or render major alterations, to a food premises pursuant to Part 9 of the *Food Act 2008*. **This form is to be accompanied by the required plans.**

The *Food Act 2008* also requires food business proprietors to comply with all provisions set in the Food Standards Code. Guidance on the design, construction and fit-out of food premises can be found in Australian Standard *AS 4674-2004 Design, Construction and Fitout of Food Premises*. Further guidance may also be found in the Building Code of Australia. If the food premises is to be fitted with a commercial exhaust canopy system it is to be constructed and installed in accordance with *AS 1668.2—2002 The Use of Ventilation and Airconditioning in Buildings*. Please use BLOCK letters in black or blue ink.

Name of Premises:	ABN:
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Previous Name if applicable:

Details of Mobile Food Vendor Vehicle, if applicable:			
Registration Number:	State:		
Make:	Model:	Year of Manufacture:	

Building Contractor:	Project/Building Number:
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Address of Premises: If applying for Mobile Food Vendor – address associated with business. Residential address is also suitable.
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Town Planning Approval Number:

Phone (Wk):	Phone (Mob):	Email:
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Type of Food Premises:

- Restaurant (includes cafe, canteen, takeaway shop, fast food outlet).
- Tavern, Hotel or Pub
- Mess Facility (mining or construction camp).
- Packaged Foods Only (such as packaged confectionary and potato chips)
- Bed & Breakfast
- Service Station
- Supermarket
- Bakery
- Home delivery (meals-on-wheels)
- Catering Operation
- Production of Manufactured and Fermented Meat Products*.
- Nursing home, Aged care, or child care centre*.
- Harvesting, processing and distribution of raw oysters and other bivalves*.
- Farm, vineyard, orchard or aquaculture
- Wholesale Food Supplier (includes seafood, butchery, poultry products)
- Mobile Food Vendor#
- Other, please specify _____

*These food premises are considered higher risk sectors and may need a Food Safety Program.

If applying for Mobile Food Vendor two copies of layout of vehicle food preparation area showing position of equipment and fixtures, and structural finishes of every wall, floor and ceiling.

Two copies of a scaled floor plan and specifications of the food premises is to be submitted with this application. Please tick off the following:

- The proposed use of every room.
- The structural finishes of every wall, floor and ceiling.
- The position and type of every fitting/fixture, including distances from floors/walls.
- All sanitary conveniences, change rooms, storerooms, ventilating systems, drains, grease traps and provision for waste disposal.
- Plans and specification of the commercial mechanical exhaust canopy system if applicable, and it is to comply with AS 1668.2—2002 *The Use of Ventilation and Airconditioning in Buildings*.

Note: Construction cannot commence until you receive approved plans which includes conditions of approval. Operation is not to commence prior to final approval. Contact the Shire on 08 97337800 upon completion of construction to make an appointment for final inspection. Most food businesses are also required to be registered. Application for registration of food business will need to be completed.

Fees

Plans approvals - \$155

Payment Method

Cheque Money Order Credit card

If paying by Credit card please fill in the below section:

MasterCard Visa

Amount:

Name on Card: _____

Card Number:

Expiry Date:

Send form to: **Shire of Waroona**
PO Box 20
WAROONA WA 6215

or deliver to: **Shire of Waroona Administration Office**
52 Hesse Street, WAROONA

Privacy. The personal information collected on this form will only be used by the Shire of Waroona for the sole purpose of providing requested and related services. Information will be stored securely by the Shire and will not be disclosed to any third parties without your express written consent.

Copyright. I authorise the Shire of Waroona to reproduce any attachments provided with this form for internal purposes only.

It is recommended that you read the Food Safety Australia New Zealand Fact Sheet – ‘Food business notification requirement’ (also available from the website www.foodstandards.gov.au)

Signature: _____ Date: _____

OFFICE USE ONLY	
Approved YES NO	
File _____ Associated BA/TP _____	
Notes _____	
EHO _____ Signed _____ Date _____ Receipt _____	