



TAX INVOICE/ABN 18 374 210 672

PROPOSAL TO REGISTER A FOOD PREMISES

FOOD ACT 1984

FOR NEW PREMISES

FEE DUE

\$0

FOR ALTERATIONS TO EXISTING PREMISES

FEE DUE

\$198

See over for lodgement/payment locations

A processing fee of 0.59% will be added to the total payment amount, when using credit or debit card options, including MasterCard or Visa

Receipting Info: App: LC/Health Licensing/Prepayment

Please indicate the nature of works

| | |
|---|--|
| <input type="checkbox"/> Fitout of New Premises Approval of Plans & Registration | No payment required on lodgement of this application - Food Act registration fee <u>will be payable</u> on approval of application |
| <input type="checkbox"/> Request for Consultancy / Approval of Plans without Food Premises Registration | \$388 – 1 hour site assessment and written report |
| <input type="checkbox"/> Request for Consultancy / Approval of Plans (Alterations to existing food premises only) | \$198 – alterations and renovations to existing premises |

----- PLEASE SUBMIT PLAN OF PREMISES WITH THIS APPLICATION FORM -----

ADDRESS OF PREMISES

| | |
|---------|-----------|
| Shop No | Street No |
| Street | Suburb |

NAME OF APPLICANT/S (i.e. Proprietor, Architect, Designer)

BUSINESS/COMPANY NAME

BUSINESS ADDRESS (if different from premises trading address)

ABN - - - business

FULL NAME Mr / Mrs / Miss / Ms mobile

FULL NAME Mr / Mrs / Miss / Ms mobile

RESIDENTIAL ADDRESS

e-mail

Description of premises and details of food preparation to take place

Will you operate off site (markets, fetes, stalls, catering) ? Please provide details with this application



Lodgement checklist –In Person / Mail / Email

| | |
|--|--|
| <input type="checkbox"/> Lodge form with all relevant sections completed | <input type="checkbox"/> Fee included (if applicable) |
| <input type="checkbox"/> Copy of plans attached | <input type="checkbox"/> Off-site operation details attached |

In Person

| | | |
|-------------------------------|---|------------------------------------|
| Brougham St | 100 Brougham Street | Monday to Friday 8:00am to 5:00pm |
| Belmont | 163 High Street | Monday to Friday 9:00am to 5:00pm |
| Corio | Corio Shopping Centre Shop 48/83a Purnell Road | Monday to Friday 9:00am to 5:00pm |
| Drysdale (inside library) | 18-20 Hancock Street | Monday to Friday 9:00am to 5:00pm |
| Geelong West | 153a Pakington Street | Monday to Friday 10:00am to 2:00pm |
| Ocean Grove | The Grove Centre 66-70 The Avenue | Monday to Friday 9:00am to 5:00pm |
| Wauron Ponds (inside library) | 230 Pioneer Road | Monday to Friday 10:00am to 2:00pm |

Mail City of Greater Geelong
PO Box 104
GEELONG VIC 3220

Email If you need to send something with an electronic attachment please email contactus@geelongcity.vic.gov.au
You can download a credit card authority and submit with your application – <https://www.geelongaustralia.com.au/documents/documents/item/8d0c9fe58dcdd7b.aspx>

Please note: Council charges a commercial rate on land used for predominantly commercial activities. (i.e. where goods are made or services provided). Where the commercial activities are located with a predominantly residential land use, Council will apply a Mixed Use rate which is lower than the commercial rate but higher than the residential rate. The current rates are available in Councils Rating Strategy on the geelongaustralia.com.au website. For further information please contact Council's Financial Services on ☎ 5272 4650

***GST Free Supply under Division 81**

This information is collected under the requirements of the **Food/Public Health & Wellbeing** Act for enforcement of Public Health purposes. It may be provided to the Department of Health for the same purposes, and for the statistical purposes related to the application of the Act. It will be treated in compliance with the Department of Health Information Privacy Principles and the Information Privacy Act.