



# LATROBE COUNCIL

170 Gilbert Street (PO Box 63) LATROBE TAS 7307  
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Food Act 2003  
Section 84

## Food Business

### Notification of a Food Business

#### Food Business Proprietor's Details

Name of Applicant .....

ACN (if a Company) .....

Address .....

..... Postcode .....

Telephone ..... Mobile Phone .....

Facsimile ..... Email .....

#### Business Details

Location of business.....

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Name of business .....

Type of business: (eg. Café, Bakehouse, Restaurant etc) .....

Types of food – please tick the box:

- ☐ Prepared, ready-to-eat table meals
- ☐ Frozen meals
- ☐ Raw meat, poultry or seafood
- ☐ Processed meat, poultry or seafood
- ☐ Fermented meat products
- ☐ Meat pies, sausage rolls or hot dogs
- ☐ Sandwiches or rolls
- ☐ Soft drinks/juices

- ☐ Confectionery
- ☐ Processed fruit and vegetables
- ☐ Raw fruit and vegetables
- ☐ Infant or baby foods
- ☐ Bread, pastries or cakes
- ☐ Egg or egg products
- ☐ Dairy products
- ☐ Prepared salads
- ☐ Other .....

.....

Please continue over the page

Nature of business – please answer each question:

• Are you a small business (employs less than 50 persons for manufacturing or 10 persons for food service/retail)?	yes	no
• Is the food that you provide, produce or manufacture considered to be ready-to-eat when sold to the customer?	yes	no
• Do you process (chop, cook, dry, ferment, heat, and/or pasteurise) the food that you produce or provide before sale or distribution?	yes	no
• Do you directly supply or manufacture food for organisations that cater to the sick, elderly, children under 5 years of age or pregnant women (such as hospitals, nursing homes or childcare centres)?	yes	no
<b>To be answered by manufacturing/processing businesses only:</b>		
• Do you manufacture or produce products that are not shelf stable?	yes	no
• Do you manufacture or produce fermented meat products such as salami?	yes	no
<b>To be answered by food service and retail businesses only (includes charitable and community organisations, market stalls and temporary food premises):</b>		
• Do you sell ready-to-eat food at a different location from where it is prepared?	yes	no

**Note:** In accordance with Clause (4)(3) of Food Safety Standard 3.2.2, a food business must notify the council of any proposed change to the information specified on this form, as this may alter the classification of the business.

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## Signature

Signature of applicant for notification ..... Date .....

*Please lodge your completed form with the General Manager of the Council*

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**Privacy Statement:** Completion of this form may require the disclosure of personal information. The intended recipients of this information are officers of Latrobe Council and the Department of Health and Human Services in order to advance the purposes of this form and carry out business required by the *Food Act 2003*. The *Personal Information Protection Act 2004* and Council's Privacy policy regulate the use of this information, which will not be disclosed to any other party, except with your permission or if required or authorised by law. You may make application to access or amend personal information held by Council on 03 64264444.

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