

Food Premises Registration

(Food Act 2003, Food Regulation 2025, Food Safety Standards)

A food business must, before the food business commences any food handling operations, notify the appropriate enforcement agency of the following information. NOTE: the food business **must** notify Hilltops Council (as the appropriate enforcement agency), of any proposed change to the information specified in this form before the change occurs.

I. BUSINESS DETAILS

| | |
|--|--------------------------------|
| Mr <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> | Full Name: |
| BUSINESS NAME: | |
| NAME OF PROPRIETOR: | |
| BUSINESS ADDRESS: | |
| POSTAL ADDRESS: | |
| CONTACT/MANAGER: | |
| Phone (W): _____ | Phone (H): _____ Mobile: _____ |
| Email: | |

2. NATURE OF FOOD BUSINESS (please tick all applicable boxes)

| | | |
|--|---|---|
| <input type="checkbox"/> Restaurant/Café/Takeaway | <input type="checkbox"/> Childcare Centre | <input type="checkbox"/> Caterer |
| <input type="checkbox"/> Club | <input type="checkbox"/> Hotel/Motel | <input type="checkbox"/> Canteen |
| <input type="checkbox"/> Supermarket (hot food) | <input type="checkbox"/> Supermarket (No hot food) | <input type="checkbox"/> Bakery |
| <input type="checkbox"/> Fruit & Veg retail | <input type="checkbox"/> Service Station (Hot food) | <input type="checkbox"/> Mobile Food Vendor |
| <input type="checkbox"/> Health Food | <input type="checkbox"/> Farm Produce | <input type="checkbox"/> Other (please specify) _____ |
| <input type="checkbox"/> Pre-packaged food only (newsagency, service station etc.) _____ | | |

3. PURPOSE OF SUBMITTING FORM (please tick)

| | |
|---|---|
| <input type="checkbox"/> New Premises | <input type="checkbox"/> Change of proprietor |
| <input type="checkbox"/> Cease to Trade | <input type="checkbox"/> Change of Trading Name |

OWNER/PROPRIETORS DECLARATION

Signature: _____

Date: _____

Office use only

Register No: _____ Date received: _____