

Goondiwindi Regional Council

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Food Act 2006

Food Business Licence Application – Temporary Food Licence

This application refers to food businesses other than fixed or mobile premises and includes, for example a stall or a tent at a festival. Use this form for a one off event or annual licence. Applications that are incomplete will not be accepted.

Part A

Applicant/s Details

1.	Company name	ACN / ARBN			
2.	Individual/s Full Name				
	Title	Surname/Family Name	First Name	Middle Name	
3.	Residential Address				
	Shop No.	Street No.	Street	Suburb	Postcode
4.	Postal Address				
5.	Business Details				
	Business phone no.	Business fax no.	Business mobile no.		
	Email				
6.	Preferred Contact Person's Detail				
	Name				
	Business phone no.	Business fax no.	Business mobile no.		
7.	Does the applicant hold any food licences with any other Local Government?				
	<input type="checkbox"/> No				
	<input type="checkbox"/> Yes	→ Please indicate which local government areas and licence number if applicable			

Part B**Event Details**

1. **Name of Event**

2. **Event Organiser**

3. **Date(s)/Approximate Dates of Event**

4. **Operating Times of Event**

5. **Location of Event**
 Name of Shop/Property/Park

Shop No.	Street No.	Street	Suburb	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Part C**Stall Information**

1. **Is ALL food being prepared within the stall?**
 Yes
 No → If no, please provide name, address and food licence of the licences premises

2. **List all foods that will be used/sold**

3. **Stall makeup/construction (please tick)**

Floor	<input type="checkbox"/> Concrete	<input type="checkbox"/> Plastic	<input type="checkbox"/> Tarpaulin	<input type="checkbox"/> Other (provide details)
Ceiling	<input type="checkbox"/> Tarpaulin	<input type="checkbox"/> Marquee	<input type="checkbox"/> Other (provide details)	
Walls	<input type="checkbox"/> Tarpaulin	<input type="checkbox"/> Tent	<input type="checkbox"/> Other (provide details)	

4. **Method of transportation of food**
 Private vehicle → Details of Vehicle – Registration Number, Make & Model

 Delivered on site by supplier

Part C

Stall Information (continued)

5. Utensils

- Single Use
- Packaged
- Not applicable
- Other → Please provide details

6. Cold food storage (how are you going to keep cold food at <5°C)

- Esky with ice
- Refrigerator
- Other → Please provide details

7. Hot food storage (how are you going to keep hot food at >60°C)

- Insulated boxes
- Bain Marie
- Other → Please provide details

8. Washing facilities

Hand washing (soap type/drying method etc.)

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Equipment washing (detergent/sanitizers used etc.)

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Sullage disposal details (how and where etc.)

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Water sources

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9. Garbage and waste disposal

Method of storage of waste (stall rubbish and outside for customer rubbish)

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Method of disposal of waste

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10. Temperature Control

- Digital probe thermometer
- Infra-red
- Other → Please provide details

Part D**Food Safety Supervisor**1. **Nominated Food Safety Supervisor**

If an applicant does not know the details of the Food Safety Supervisor(s) at the time of application, do not complete this section. This will not effect the decision made on your applicant. However, you must provide details of your Food Safety Supervisor(s) within 14 days of receiving the licence.

Food Safety Supervisor One (1) Name

Business phone no.

Business fax no.

Business mobile no.

Food Safety Supervisor Two (2) Name

Business phone no.

Business fax no.

Business mobile no.

NB: A certified copy of the statement of attainment for Food Safety Supervisor qualifications must be provided to Council.

Part E**Skills and Knowledge**

1. Please provide details of the skills and knowledge the applicant(s) has to sell safe and suitable food. Alternatively, provide details for the person this service to the applicant e.g. Manager.

Part F**Checklist**

1. **Completion checklist** *Required with this application*

	Applicant	Health
1. Completed and signed application form with prescribed fee	<input type="checkbox"/>	<input type="checkbox"/>
2. Food Safety Supervisor's Statement of Attainment	<input type="checkbox"/>	<input type="checkbox"/>
3. Food menu	<input type="checkbox"/>	<input type="checkbox"/>
4. Two (2) copies of each of the following plans:		
- Plans must be to scale and comply with Food Safety Standards 3.2.3	<input type="checkbox"/>	<input type="checkbox"/>
- Site Plan	<input type="checkbox"/>	<input type="checkbox"/>
- Floor Plan	<input type="checkbox"/>	<input type="checkbox"/>

Part G**Declaration & Signature**

1. **Has the applicant(s) had a licence suspended or cancelled under any food legislation?**

- No
 Yes → Please attach details

2. **Has applicant(s) ever been refused a licence under any food legislation?**

If the applicant is a corporation or an incorporated association, an executive officer of the corporations or a member of the association's management committee are included

- No
 Yes → Please attach details

3. **Applicant declaration and signature**

I/we hereby make application for a food licence – temporary under the *Food Act 2006* as set out in this form.

I/we understand that the information provided in and with this renewal application, may be disclosed publicly under the *Right to Information Act 2009* and *Information Privacy Act 2009* as amended from time to time or if repealed then their substitutes..

I am aware that it is an offence to knowingly provide false or misleading information.

Name of Signatory

Position of Signatory e.g. *Owner, Manager*

Signature and Date

 / /20 .
Office Use Only**Customer Service**

Fee:	Date: / /
Receipt Number:	

Environmental Health Services

Licence Number:
Entered by EHS Admin: