



KING ISLAND COUNCIL

Food Act 2003 84, 87 & 89

APPLICATION FOR FOOD BUSINESS LICENSE 2023/24

Application for Notification, Registration/Renewal of a Food Business

For help completing this form, please contact your local council's Environmental Health Officer

PART 1: TYPE OF APPLICATION

- I am notifying my intention to operate a food business (s84); or
- I am applying to register a food business (s87); or
- I am applying to renew a food business' registration (s89)

PART 2: TYPE OF BUSINESS

- The food business is a one-off event
- The food business is an ongoing business
- The food business is a mobile food business
- The food business will operate from fixed premises

PART 3: FOOD BUSINESS PROPRIETOR'S DETAILS

Applicant's Full Name (name of the individual or company that will carry on the food business)

Name of Applicant:

ABN/ACN: _____ Date of Birth (for non ABN/ACN holders) / /

Business Address:

Postcode:

Postal Address:

Postcode:

Telephone Number:

Mobile Number:

Email:

PART 4: BUSINESS DETAILS

Trading Name:

On-site Contact (If different from applicant)

Telephone Number:

Mobile Number:

Email:

Hours of Operation

Monday	Tuesday	Wednesday
Thursday	Friday	Saturday
Sunday		

For Mobile Food Business

Vehicle registration number (if applicable):

Address where vehicle is garaged,
or equipment stored



Proposed start date if trading:

PART 5: FOOD AND FOOD HANDLING ACTIVITIES

List the types of foods to be sold (please attach details if insufficient space, a menu or product list may suffice)

Types of food handling activities or processes to be used

No Processing		Cook-chill/sous vide	
Cooking		Vitamising	
Cooling		Packaging/Repacking/Labelling	
Reheating		Vacuum packing	
Hot holding/Cold holding		Preparation in advance (>4hours)	
		Other (specify)	

PART 6: FOOD BUSINESS LAYOUT – MOBILE FOOD BUSINESS

For mobile food business: please attach an A4 plan or photographs clearly depicting the layout of your vehicle, cart, tent, booth or other mobile structure. Refer to the *Guidelines for Mobile Food Businesses* for more information)

PART 7: FOOD PREPARATION & STORAGE – MOBILE BUSINESS

If any food sold from a mobile food business is to be prepared and/or stored at another location not mentioned above, please provide details, including the address of any premises where food it to be stored or prepared. Attach details if insufficient space.

PART 8: APPLICANT DECLARATION

I declare that the information provided on this form is true and correct.

I understand and agree that information on this form, and about the business and its on-going operation, may be shared between Authorised Officers, councils, and other jurisdictions to assess this application and the business' compliance with the *Food Act 2003*.

I consent to receiving communications about this application in electronic form

Applicant Name	Applicant Signature	date
<input type="text"/>	<input type="text"/>	<input type="text"/>

RISK CLASSIFICATION P1 New application & renewal	\$243.00 <input type="checkbox"/>	RISK CLASSIFICATION P2 New application & renewal	\$221.00 <input type="checkbox"/>
RISK CLASSIFICATION P3 New application & renewal	\$205.00 <input type="checkbox"/>	RISK CLASSIFICATION P3-N & P New notification	\$183.00 <input type="checkbox"/>
Temporary Food Business	\$12.00 <input type="checkbox"/>	50% discount applies to not for profit and community	

Office Use Only

Receipt No: _____ Date: _____

