

Application to Register a Temporary Food Premises

Please print clearly and read the notes on the back before completing this form.

Premises Details

Business or Trading Name: _____

Type of premises: Tick appropriate circle(s)

- An Outdoor Temporary Structure, eg marquee, tent
 covered
 uncovered
 A Registered Mobile Food Vehicle
 Vehicle Registration Number: _____, If mobile food vehicle is registered with another Council, copy of current Food Act Registration Certificate attached
 Yes
 No
 Mobile Food Unit
 A Stall within a Building
 Other Please specify: _____

Your Details

Proprietor's Name (Person[s] or Company Pty Ltd): _____

Proprietor's Address: _____

Mailing Address: _____

Postcode _____

Telephone: _____

Mobile: _____

Fax: _____

Email: _____

ABN _____

Proprietor's Signature: _____

Date: _____

Food Safety Program (FSP) Tick appropriate circle

- I have a FSP and have already submitted a copy to the City of Melbourne
 My business sells/gives away medium to high risk food & tastings. Find a copy of my FSP attached/included
 My business only sells/gives away low risk pre-packaged food and does not require an FSP

Food Safety Supervisor (FSS)

Name of nominated Food Safety Supervisor : _____

The above nominated Food Safety Supervisor has the ability and the authority to supervise other people in my food business.
 Copy of FSS 'statement of attainment' attached
 Yes
 No

Proprietor's Signature: _____

Date: _____

Registration Fees Tick appropriate circle

- \$205 annual registration fee for medium to high risk temporary food premises (includes tastings, samplings & beverages)
 \$125 annual registration fee for pre- packaged low risk temporary food premises

Please Note

- After Registration has been granted, the "Notification To Operate a Temporary Food Premises" must also be submitted prior to every event you attend in the City of Melbourne.
- A separate application form must be filled out for each premises

A Certificate of Registration will only be issued after an inspection of your premises has been carried out and if you comply with the Food Act 1984.

