



Food Premises Registration

Food Act 2003 and Local Government Act 1993

OFFICE USE ONLY

Reference No.

About this form

Use this form to register your retail food business with Bayside Council. A new form must be submitted if there has been change in proprietor or a change of trading name.

Proposal

New Business New Proprietor Change of Trading Name Other

Applicant details (If there is more than one 1 proprietor, please tick this box and add details in the Additional Information section)

Title: Mr Mrs Ms Other

First Name: Family Name:

Trading Name (if applicable):

Company Directors Name (if applicable):

ABN/ACN (if applicable):

Mailing Address:

Suburb: State: Post Code:

Email Address:

Daytime Telephone No. (Home/Work): Mobile No:

Business trading name premises details

Business/Trading Name:

ABN/ACN

Store/Duty Manager:

Mailing Address:

Suburb: State: Post Code:

Email Address:

Daytime Telephone No. (Home/Work): Mobile No:

Mailing address

Is your mailing address different from your street address? No Yes – **complete below**

Mailing Address:

Suburb: State: Post Code:

CM reference: 24/161888 | Last updated: 12/06/2024

1/3

Postal address

PO Box 21, Rockdale NSW 2216
ABN 80 690 785 443

Bayside Customer Service Centres

Rockdale Library, 444-446 Princes Highway, Rockdale
Eastgardens Library, Westfield Eastgardens, 152 Bunnerong Road, Eastgardens

W www.bayside.nsw.gov.au
T 1300 581 299

Type of Food Premises

<input type="checkbox"/> Restaurant	<input type="checkbox"/> Cafe	<input type="checkbox"/> Take away food
<input type="checkbox"/> Supermarket	<input type="checkbox"/> General store	<input type="checkbox"/> Service station
<input type="checkbox"/> Bakery	<input type="checkbox"/> Chicken/poultry retail	<input type="checkbox"/> Child care centre
<input type="checkbox"/> Canteen/kiosk	<input type="checkbox"/> Delicatessen	<input type="checkbox"/> Food caterer
<input type="checkbox"/> Ice-cream shop	<input type="checkbox"/> Licenced club/restaurant	<input type="checkbox"/> Seafood - retail
<input type="checkbox"/> Other (please specify):		

Operating/Business Hours

<input type="checkbox"/> Day-time operation	<input type="checkbox"/> Day and night-time operation	<input type="checkbox"/> Night-time only operation
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Development Consent or Complying Development Certificate Details (where applicable)

Development Application (DA) Number:		Date Issued	
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Details of Food Safety Supervisor

First Name:		Family Name:	
Certificate number:			
Certificate issue date:		Certificate expiry date:	
Email Address:			
Daytime Telephone No. (Home/Work):		Mobile No:	

Supporting Documentation

Mandatory Documents

	Applicant Use			Office Use	
	Yes	No	Exempt	Yes	No
1. Food Safety Supervisor (FSS) Certificate (unless exempt)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Additional Information

Fees		Application Code
Food Premises Registration Fee	\$69.00	RC/15050

Declaration

I declare that I am the applicant (or have authorisation to act on behalf of the applicant) and that all the information in this application is true and correct.

Council may inspect the business without prior notice to assess the business for compliance with legislative requirements. An inspection fee may be charged. To view the Food Standards Australia and New Zealand (FSANZ) Food Standards Code, please refer to the FSANZ website: www.foodstandards.gov.au

Applicant's Signature		Date	/	/
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Further Information

For further information contact Council's Environmental Health Team on 1300 581 299 Monday to Friday between 8.30am and 5pm; or visit one of Council's Customer Service Centres at Eastgardens and Rockdale; or visit Council's website at www.bayside.nsw.gov.au.

Further information on food safety requirements and standards can also be obtained from the following websites: <http://www.foodstandards.gov.au> and <http://www.foodauthority.nsw.gov.au>.

How to lodge this application

You can lodge your completed application form and any required supporting documents:

Online

Do not complete this form. Instead visit www.bayside.nsw.gov.au and search for "Food Premises Registration" and complete our online form and make payment online.

In person

At any of Council's Customer Service Centres:

- **Rockdale Customer Service Centre:** 444-446 Princes Highway, Rockdale NSW 2216
- **Eastgardens Customer Service Centre:** Westfield Eastgardens, 152 Bunnerong Road, Eastgardens NSW 2036

By mail

Post to **Bayside Council:** PO Box 21, Rockdale NSW 2216 with payment via cheque or money order (do not send cash)

Payment is preferred by cheque, money order, debit or credit cards (Visa and Mastercard). Payments made using a credit card will incur a service fee of 0.5%

Privacy notification

Completion of this document is voluntary - partially completed applications may result in refusal of the application. The personal information provided on this form (including your name and other details) will be handled in accordance with the Privacy and Personal Information Act 1998 and may be available to the public under various legislation

OFFICE USE ONLY

Receipt No	Date	\$
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