Banana Shire Council
PO Box 412 Biloela QLD 4715 ● 62 Valentine Plains Road, Biloela
Ph 07 4992 9500 ● Fax 07 4992 3493
Email enquiries@banana.qld.gov.au Web: www.banana.qld.gov.au
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APPLICATION FOR A FOOD BUSINESS LICENCE AMENDMENT

Food Act 2006

Contact Council if you have any specific enquiries regarding fees or how to complete this form. Type or print clearly and select boxes where applicable. Enter "n/a" if the question does not apply.

Fees and charges are available on Council website at www.banana.qld.gov.au or by contacting our Customer Service on (07) 4992 9500.

Conditions may be imposed on the licence as considered appropriate by Council

Amendment of a Food Business Licence includes change of licencee or changing details of an existing licence excluding structural changes. (Fee applies)

LICENCEE / APPLICANT DETAILS

If applicant is a corporation, insert corporation name and ACN.

If applicant is an individual/s insert details here.

To be completed for all applications.

APPLICANT 1	
Corporation name:	ACN:
Name:	Position:
OR	

☐ Mr   ☐ Mrs   ☐ Ms   ☐ Miss   ☐ Other (specify)

Family name

Given names

APPLICANT 2

☐ Mr   ☐ Mrs   ☐ Ms   ☐ Miss   ☐ Other (specify)

Family name

Given names

Postal address for delivery of correspondence associated with this licence.

Postal address			
Locality / Suburb		State	Postcode
Phone Number		Mobile Number	
Fax Number		Email	

BUSINESS / TRADING DETAILS

Business name must be registered with the Office of Fair Trading.

Real Property Description – refer to Rates Notice.

Off-site catering – means serving potentially hazardous food at a place other than the licencee's principal place of business.

Trading name		ABN ☐☐☐☐☐☐☐☐☐☐☐
Lot no.	Reg. plan no.	Parish
Street address of business		
Phone Number		Mobile Number
Fax Number		Email

Description of food business (e.g. café, restaurant, cannery, etc)

Does your business involve any off-site catering   ☐ Yes   ☐ No

CONTACT DETAILS

Select as applicable.

To be completed for all applications.

Postal address to be completed if different to postal address provided on Page 1.

☐ Business   ☐ Private

Contact person			
Postal address			
Locality / Suburb		State	Postcode
Phone Number		Mobile Number	
Fax Number		Email	

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VEHICLE DETAILS	Do you deliver food in a vehicle?	☐ Yes		☐ No
	Do you handle or prepare food in the vehicle?	☐ Yes		☐ No
	If yes, how many vehicles do you use?	☐ 1 - 4		☐ 5+
	Type		Reg no.	
	Type		Reg no.	
	Type		Reg no.	
	Type		Reg no.	

SUITABILITY OF PERSON TO HOLD A LICENCE Provide details of any qualifications or experience relevant to the applicant.	Skills & knowledge of applicants to sell safe and suitable food:
	Have any of the applicants been convicted for a breach of any food legislation? *If the applicant is a corporation or an incorporated association, an executive officer of the corporation or a member of the association's management committee are included.* ☐ No ☐ Yes (If Yes, please attach details)
	Have any of the applicants previously held a licence under the *Food Act 2006*, the *Food Act 1981* or a corresponding law that was suspended or cancelled? *If the applicant is a corporation or an incorporated association, an executive officer of the corporation or a member of the association's management committee are included.* ☐ No ☐ Yes (If Yes, please attach details)
	Have any of the applicants been refused a licence under the *Food Act 2006*, the *Food Act 1981* or a corresponding law? *If the applicant is a corporation or an incorporated association, an executive officer of the corporation or a member of the association's management committee are included.* ☐ No ☐ Yes (If Yes, please attach details)

NOMINATION OF FOOD SAFETY SUPERVISOR You may nominate more than one Food Safety Supervisor.	**The Food Safety Supervisor must be reasonably available to be contacted by the Local Government and by persons who handle food at the food business, while the business is being carried on.** **Note**: If you do not know the details of your Food Safety Supervisor(s) at this time, do not complete this section. This will not affect the decision made on your application. However, you are required to provide the Local Government details of your Food Safety Supervisor(s) **and copies of their certificates** within thirty (30) days of receiving your licence.
	Food Safety Supervisor details
	Name
	Address
	Business hours contact no

AUTHORISATION OF CHANGE OF LICENCE HOLDER This section must be completed by the current license holder, if the there is a change of license holder.	**Note**: As the existing Food Business Licence holder you are required to authorise the change to licence details that the new business operator/owner/s wish to make. I/We, the current food business licence holder/s authorize the change of the licence as detailed above.
	Former Business Trading Name (If different to this application):
	Name:
	Signature:

| **ATTACHMENTS** | **For all applications – (required)**

☐ Full explanation of selected box/es in the Suitability of person to hold a licence section (if applicable).

☐ Completed Credit Application Form (CCS-RE-02) |

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DECLARATION	*I declare the information provided in this application to be true and correct.*			
APPLICANT ONE	Signature	Date	/	/
APPLICANT TWO	*I declare the information provided in this application to be true and correct.*			
	Signature	Date	/	/
	Please note: This application form must be completed and signed and lodged with Council along with the prescribed fee			
OFFICE USE ONLY	Date Received:		Application Checked: YES NO	
	Fee ($):		Taken By:	
	Receipt No:		Other:	
	Subject: FID2666			

Banana Shire Council is collecting your personal information to process your application. The information will not be disclosed to any other person or agency external to council without your consent, unless required by or authorised by law. Personal information will be handled in accordance with the *Information Privacy Act 2009*

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