

Mobile Food Premises (Vehicle) Food Business Licence Assessment Application

Food Act 2006

Assessment of premises, suitability of applicant, floor and elevation plans, scale of proposed food handling activities



Application fees are not refundable if application is withdrawn, cancelled or refused

Application - food processing \$834.00

Application - no food processing \$625.00

eg. smoko van handling pre-made sausage rolls and pies with limited food handling

Annual Licence and Inspection Fee is also required upon final inspection as per Fees and Charges

1. Applicant Details:

(Complete For Individual Applicant Only)

Mr Mrs Ms Dr Other

Surname

Given name/s

Mr Mrs Ms Dr Other

Surname

Given name/s

Residential address

.....
.....
Postcode

Postal address (if different from above)

.....
.....
Postcode

Home phone no.

Mobile phone no.

E-mail

Complete For Registered Entity/Company Only:

ABN / ACN:

Company or incorporated association's Name

Director name/s or management committee names of incorporated association (attach additional sheet if more room required)

.....
.....
.....

Corporations address of registered office or Incorporated associations nominated address:

.....
.....
Postcode

Postal address (if different from above)

.....
.....
Postcode

Phone no.

Mobile phone no.

E-mail

2. Electronic Authorisation

Gympie Regional Council now offers the option of having your Food Business Licence correspondence and information sent to you via email. Do you authorise Council to send you information electronically?

No

Yes

4. Contact Person:

On-site contact person name:

On-site phone no.

On-site mobile no.

E-mail

3. Business Details:

Business Name (trading name)

Mobile Food Premises (Vehicle) Food Business Licence Assessment Application

Food Act 2006

Assessment of premises, suitability of applicant, floor and elevation plans, scale of proposed food handling activities



Business Address

..... Postcode

Business phone no.

Business mobile no.

Business E-mail

4. Mobile Food Premise Details

Vehicle Type: (e.g. trailer, food truck)

Vehicle Registration Plate Number

Date

5. Suitability of Person to Hold a Licence:

If the applicant is a corporation or an incorporated association, then below also applies to an executive officer of the corporation or a member of the association's management committee.

Have any of the applicants been convicted for an offence under the *Food Act 1981, Food Act 2006* or corresponding law in other States and Territories?

Yes No

Have any of the applicants previously held a licence under the *Food Act 1981, Food Act 2006* or corresponding law in other States and Territories that was suspended or cancelled?

Yes No

Have any of the applicants previously been refused a licence under the *Food Act 1981, Food Act 2006* or corresponding law?

Yes No

6. Nomination of Food Safety Supervisor:

Name

Business Hours Contact Phone Number

Qualification

Attached Certificate of Attainment of an Accredited Food Safety Supervisor Competency. You must nominate a Food Safety Supervisor and provide a copy of the Certificate of Attainment within thirty (30) days of receiving your licence.

7. Types of Food to be Handled:

<input type="checkbox"/> Fish / Seafood Products	<input type="checkbox"/> Confectionary
<input type="checkbox"/> Fruit / Vegetables	<input type="checkbox"/> Raw Meats / Frozen Meats / Poultry
<input type="checkbox"/> Sandwiches	<input type="checkbox"/> Cooked Meats
<input type="checkbox"/> Eggs	<input type="checkbox"/> Chilled / Frozen Foods
<input type="checkbox"/> Hamburgers / Sausages	<input type="checkbox"/> Ice
<input type="checkbox"/> Milk / Ice cream / Yoghurt / Cheese	<input type="checkbox"/> Meat Pies
<input type="checkbox"/> Bakery Products	<input type="checkbox"/> Rice / Pasta

8. Attachments:

Please tick to confirm you have provided the following attachments with this application.

Floor Plan - drawn to a scale of 1:100 providing details of layout for all benches, basins and equipment storage (required for construction and licence of a New Mobile Food Premises only);

Cross-section and Elevation Plans - drawn to a scale of 1:50 to indicate details of finishes to walls, floors, and ceilings (required for construction and Licence of a New Mobile Food Premises only);

Supporting Information Checklist - New Mobile Food Premises - please provide a completed copy of the attached checklist;

Menu - please provide a copy of the proposed menu;

Mechanical Exhaust Ventilation Certification - demonstrating compliance with AS1668.1 and AS1668.2 (if required);

Food Safety Supervisor certification - please provide Food Safety Supervisor certification for all nominated Food Safety Supervisors;

Food Safety Program (for caterers, private hospitals & businesses supplying food to vulnerable persons). A Food Safety Program is required to be submitted to Council for

Mobile Food Premises (Vehicle) Food Business Licence Assessment Application

Food Act 2006

Assessment of premises, suitability of applicant, floor and elevation plans, scale of proposed food handling activities



accreditation with the relevant application form (HEF243) and fee if required in www.foodstandards.gov.au may assist you in preparing a food recall plan.

9. Declaration:

If you have not told the truth in this application, you may be liable for prosecution under the Food Act 2006.

- I do solemnly and sincerely declare that the information provided is true and correct to the best of my knowledge.
- I understand that Gympie Regional Council collects personal information where it is directly related to a function or activity of Council and where the collection of such information may be reasonably considered as necessary for that purpose. It will only use personal information for that purpose, and will not disclose it, except as permitted under the Information Privacy Act 2009.
- I understand that public availability of information supplied on or with this application can be restricted only after the confidentiality of information has been tested by application through the Right to Information Act 2009, and that the information supplied on or with this application may be used in accordance with the Evidence Act 1977.

Privacy Statement

Gympie Regional Council collects personal information in accordance with our Information Privacy Policy, a copy of which is available from the Council website. In providing your personal information eg. name and contact details, please note that due to aspects of electronic communications outside of Council's control, you are agreeing to the possible transfer of your information outside Australia under s33 of the Information Privacy Act 2009.

How to lodge this form with Council

Applications can be made either in person at 29 Channon Street, Gympie (8:30am – 4:30pm) or via email to health@gympie.qld.gov.au. Invoices are issued to applicants upon receipt of the application and payment can be made online at: payments.gympie.qld.gov.au

Please be advised assessment of your application does not occur until Council receives invoice payment.

Print Name

Applicant Signature 1

Date

Print Name

Applicant Signature 2 (if applicable)

Date

Supporting Information Checklist - New Mobile Food Premises

Description of Materials/Finishes

Please provide information on the type of materials and finishes of the proposed food premises.

Floors:

Coving:

Description of how appliances/fixtures are mounted/installed on flooring: (e.g. benches/shelving/refrigerators fitted with metal legs, wheels or on plinths – list more than one where applicable)

Walls:

Walls surface behind cooking equipment:

Splash back surfaces:

Ceilings:

Floor to ceiling height: (mm)

Internal window sills: Splayed 45°C N/A

Lighting: Recessed: Y N

Covers: Y N

Description of Lighting:

Benches: Fixed: Y N

Castors: Y N

Legs: Y N

Benches Construction:

Cabinets: Fixed: Y N

Castors: Y N

Legs: Y N

Cabinets Construction:

Temperature Control Appliances

Fridge: Y N

Freezer: Y N

Hot or cold display: Y N

External cold/chiller room: Y N

Do the temperature control appliances have adequate lighting? Y N

Can your mobile food premise adequately keep potentially hazardous food under temperature control during transport? Y N

Mobile Food Premises (Vehicle) Food Business Licence Assessment Application

Food Act 2006

Assessment of premises, suitability of applicant, floor and elevation plans, scale of proposed food handling activities



If yes, please detail how potentially hazardous food will be kept under temperature control during transport? (e.g. generator, gas fridge)

Gas Compliance

Does your mobile food premise have gas appliances? Y N

If yes, Attach a current copy of a current gas certificate for the mobile food premise.

Cooking Equipment List (include all)

(e.g. deep fryers, bain-maries, ovens, grills, toasters, dishwashers etc.)

Appliance Description	Power Output	Under Mechanical Ventilation Unit (Yes/No)

If you require more room, please attach further appliance information on a separate page.

Cleaning Facilities

Double bowl sink: <input type="checkbox"/> Y <input type="checkbox"/> N	Size: (litres)	Drainage area: (m ²)
Dishwasher: <input type="checkbox"/> Y <input type="checkbox"/> N		
Food preparation sink: <input type="checkbox"/> Y <input type="checkbox"/> N	Size: (litres)	Drainage area: (m ²)
Hand wash basin: <input type="checkbox"/> Y <input type="checkbox"/> N	Size: (litres)	Drainage area: (m ²)

Mobile Food Premises (Vehicle) Food Business Licence Assessment Application

Food Act 2006

Assessment of premises, suitability of applicant, floor and elevation plans, scale of proposed food handling activities



Single spout: <input type="checkbox"/> Y <input type="checkbox"/> N	
Hand wash basin method of operation: (e.g. flick mixer / sensor hands free)	
Splash backs supplied above all sinks/basins: <input type="checkbox"/> Y <input type="checkbox"/> N	
Sealed potable water storage tank: <input type="checkbox"/> Y <input type="checkbox"/> N	Size: (litres)
Sealed wastewater storage tank with outlet of sufficient diameter to facilitate easy flushing and cleaning: <input type="checkbox"/> Y <input type="checkbox"/> N	Size: (litres)
How will you source the potable water supply? (e.g. Council reticulated supply, rainwater tank water)	
How will wastewater be appropriately disposed of?	
Washing Facilities	
Dishwasher	Brand/Manufacturer:
	<u>Washing & Rinsing:</u>
	Action automatic: <input type="checkbox"/> Y <input type="checkbox"/> N
	Washes in one operation: <input type="checkbox"/> Y <input type="checkbox"/> N
	<u>Rinse Details:</u>
	Water at 50°C with 50mg/kg Sodium Hypochlorite: or <input type="checkbox"/> Y <input type="checkbox"/> N
	Water at 75°C or higher. <input type="checkbox"/> Y <input type="checkbox"/> N
Water heater: <input type="checkbox"/> Integral <input type="checkbox"/> Separate	
Thermometer visible? <input type="checkbox"/> Y <input type="checkbox"/> N	
Hot Water System	
Type:	Commercial Model No:
<input type="checkbox"/> Attached certification stating the system is adequate to supply continuous hot water at greater than 60°C at all points of use.	

Mechanical Exhaust Ventilation System	
Constructed/installed by:	
Name:	Phone:
Company:	Address:
<input type="checkbox"/> You are required to attach a certificate from the installer specifying that the mechanical exhaust canopy complies with AS/NZS1668; The Use of ventilation and air conditioning in buildings – Mechanical ventilation in buildings, prior to final approval being issued.	
Pest Prevention (Describe how pests such as cockroaches, flying insects and rodents will be excluded from the premises)	
Operation and Amenities	
Number of Employees:	
Staff and personal belongings storage: Description (type & location)	
Cleaning equipment storage: Description (type & location)	
Garbage /waste storage facilities: Description (type & location)	
Office/paperwork storage: Description (type & location)	