

**Food business licence - amendment
Existing food premises (fixed, mobile, annual
temporary)**



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Customer Response Department
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Fees listed are applicable 1 July 2023 – 30 June 2024

ABN: 92 967 232 136

Applicants must complete the sections outlined below

Application type and fees:

Select one only from the application types listed below:

- Minor administrative change** (e.g. change of trading name or contact details) Complete sections A, B and D
 - Application fee - No fee**
- Requests to amend licence conditions (includes inspection)** Complete sections A, C and D
 - Application fee - \$276.50**

Section A - Licensee details

Licensee name:

ABN: ACN:

Licence number:

Trading Name (if applicable):

Postal address:

Home number: Mobile phone: Work/Business phone:

Email address:

Section B - Request for minor administrative change

Please provide details of changes below:

Section C - Request to amend licence condition

Please detail below the specific licence condition/s you require to be amended and the reason/s why:

Section D - Customer summary

I hereby certify that I have completed all required sections of the application form, attached all supporting information, and have paid the applicable fee as nominated on page 1.

Name of licensee/applicant:

Signature: Date:

Office use only

CSO: _____ Application number: _____

Receipt number: _____ Amount: _____ Date: _____

Privacy Collection Statement:

Council is collecting your personal information for the purpose of processing your food business licence application. The collection of this information is authorised under section 85 of the Food Act 2006. Some information may be disclosed to the State Government authority responsible for administering the Act in accordance with section 272 of the Food Act 2006. Council deals with your personal information in accordance with its [Information Privacy Plan](#) and will use your personal information to update Council's customer information records and to contact you about other functions and services of Council.