

# Food business licence application – Temporary/mobile premises



**Postal Address**  
PO Box 159  
Caboolture QLD 4510

**Health & Environment**  
Ph: 07 3205 0555  
Fax: 07 3205 0599

**Internet**  
www.moretonbay.qld.gov.au  
mbrc@moretonbay.qld.gov.au

*Fees listed are applicable 1 July 2011 – 30 June 2012*

**ABN: 92 967 232 136**

## Application is for:

Temporary food business licence  
Complete sections A to E inclusive as well as G, H, and I

Annual  Short term  Long term

Name of event/s:

Period of short/long term event:

New mobile food business licence  
Complete Sections A to I inclusive

Existing mobile food business licence  
Minor administrative change e.g. changes of ownership  
Complete Section A to I inclusive

Existing licence number

## Section A – Applicant details

NOTE: Only the proposed licensee's details should be listed below. If the applicant is a corporation go to A2. If the applicant is an agent or consultant lodging plans on behalf of a licensee go to A3.

### A1

Complete this section only if the applicant is an individual - attach a list if more names apply

Name:

Residential address:

Postal address:

Daytime contact number:

Email address:

### A2

Complete this section if the applicant is a company:

Name of corporation/incorporated association:

Name of director/s or members of management committee:  
(The names of **all** directors or members of management committee **must** be listed – attach a list if more names apply)

Street address of registered office:

Postal address:

Daytime contact number:

Email address:

### A3

Complete this section only if you are an agent or consultant for the licensee:

Name of business:

Contact person:

Postal address:

Daytime contact number:

Email address:

## Section B – Details and location food business

Food business trading name:

ABN/ACN:

Details of any fixed food premises associated with the food business:

## Section C – Description of the food business activities

List foods prepared that apply to this application or  
Attach a copy of the menu or a list of proposed foods:

## Section D – Suitability of person to hold a licence

What skills and knowledge regarding the sale of safe and suitable food does the applicant possess? (attach copy of certificates or other supporting documentation)

Have any of the applicants been convicted for a breach of any food legislation?

No  Yes – If yes, please attach details.

Have any of the applicants previously held a licence under the Food Act 2006, Food Act 1981 or a corresponding law that was suspended or cancelled?

No  Yes – If yes, please attach details.

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

No  Yes – If yes, please attach details.

**The following applies to the 3 dot points above - If the applicant is a corporation or an incorporated association, this also applies to an executive officer of the corporation or a member of the association's management committee.**

## Section E – Nomination of Food Safety Supervisor

The food act requires all food businesses to have a suitably qualified food safety supervisor. Council will require evidence of the qualifications for your nominated food safety supervisor. Complete the section below and attach details of qualifications that correlate with those approved by Queensland Health for Food Safety Supervisors.

Full name:

Postal address:

Daytime contact number:

Email address:

Have qualifications been attained?

Yes – please attach a copy of the certificate of attainment.

No – A copy of the certificate of attainment must be forwarded to council when available.

## Section F – Detail of mobile premises

Description of mobile food vehicle

Vehicle make/model

Vehicle registration number

Registration expiry

State where vehicle is registered

Address where the vehicle is garaged

## Section G – Other requirements

Will any food be prepared for sale somewhere other than in the temporary or mobile premises?  No  Yes

If yes, the kitchen must be approved for food production by a local government authority. A copy of the current food business licence or the food business licence number for Moreton Bay Regional Council must be provided.

## Section H – Application checklist

Failure to provide the floor plan as required will result in delays to the processing of the application.

**Floor plan** (not less than 1:100) showing, but not limited to, the following–

- Location of all equipment, fixtures and fittings
- Hand wash basins
- Food preparation sink
- Dry food storage areas
- Refrigeration and freezer units
- Storage area for staff personal items
- Internal refuse storage
- Hot water system/ supply source
- Storage area for cleaning products

## Section I – Customer summary

I hereby certify that I have completed all required sections of the application form, attached all supporting information, two copies of plans and elevations and have paid the applicable fee as nominated below.

\$92 – Temporary food business licence, max. 4 consecutive days at one event (short-term)

\$130 – Temporary food business licence, more than 4 consecutive days at one event (long-term)

\$330 – New food business licence (mobile)

\$ 110 – Existing licence – minor application for food business licence (e.g. change of ownership)

**Disclaimer:** Should approval be given to this application such approval will not extend to approving any other statutory or Local Government requirements relating to this premises.

Signature:

Date:

## Privacy statement

Moreton Bay Regional Council is collecting your personal information for the purpose of assessing your application for a food business licence. The collection of this information is authorised under the Food Act 2006. Your information will not be given to any other person or agency unless you have given us permission or we are required by law.

## Office use only

CSO: \_\_\_\_\_

Licence number: \_\_\_\_\_

Receipt number: \_\_\_\_\_

Amount: \_\_\_\_\_ Date: \_\_\_\_\_

