

Application for Accreditation 2014

Please complete this form, sign it and return it with the prescribed fee.
Please contact Safe Food Production Queensland (SFPQ) on 1800 300 815 if you require assistance in completing this form.
NOTE: You must not commence operating until you have been granted an accreditation by SFPQ.

Applicant's details

Do you currently hold an accreditation with SFPQ? If so, what is your accreditation number _____
An accreditation can only be issued in the name of an individual or an incorporated body (an ACN registered company).

I want to apply as an individual:

First name _____ Middle name/s _____ Last name _____

OR

I want to apply as a company:

Company name _____ ACN (not ABN) _____

Contact name for this application _____ Position _____

Where you undertake your activities

Site trading name _____

Site address _____

Suburb _____ State _____ Postcode _____

Phone number _____ Mobile number _____

Fax number _____ Email address _____

Preferred method of contact (please tick one) Email Mobile Post Fax

Is all correspondence to be sent to this address? **Yes** **No** *If no, please provide your preferred mailing address*

Address _____

Suburb _____ State _____ Postcode _____

Phone number _____ Mobile number _____

Fax number _____ Email address _____

Food safety program/management statement

I have attached my food safety program/management statement describing my business activities.

Please note: All applications will be assessed and a desktop audit conducted against the activities described in their food safety program or management statement. This comprises your first compliance audit as required under the Food Production (Safety) Act 2000 and will be invoiced separately on a 'fee for service' basis.

Privacy information

SFPQ is committed to protecting personal information. Information provided by the applicant will be used for the purposes of providing accreditation and monitoring services, administering and managing administrative systems and to provide information about our services and requirements.

Information will be managed in accordance with Information Privacy Act 2009 and the Right to Information Act 2009. For public health and safety reasons and for managing food safety generally, SFPQ may disclose personal information to other agencies or entities. Information may also be used for statistical research or related purposes. SFPQ will assume that it has permission to do so unless advised otherwise. Information may also be required to be disclosed by law. For more information on this matter, please contact SFPQ on 1800 300 815, email to; privacy@safefood.qld.gov.au or visit our website at www.safefood.qld.gov.au.

Fees: An application fee of \$136.55 is already included in the total amount payable

Accreditation type	TOTAL FEES PAYABLE
Processor (please tick all that apply) <input type="checkbox"/> dairy <input type="checkbox"/> egg <input type="checkbox"/> meat <input type="checkbox"/> seafood	\$1503.50
<input type="checkbox"/> Retailer (meat only)	\$573.80
Producer (please tick all that apply) <input type="checkbox"/> dairy <input type="checkbox"/> egg <input type="checkbox"/> aquaculture <input type="checkbox"/> cold/live storage of seafood <input type="checkbox"/> meat <input type="checkbox"/> commercial fishing boat (please include your boat marks) _____ <input type="checkbox"/> oyster grower/pickers (please include your oyster area numbers and the number of leases you have) _____	\$478.15
<input type="checkbox"/> Cold store operator (meat only)	\$382.45
Wild animal harvester (seafood: live or whole product - no processing) <input type="checkbox"/> commercial fishing boat (please include your boat marks) _____	\$382.45
<input type="checkbox"/> Transporter (meat only) (please include your vehicle registration) _____	\$382.45
Game box operator (meat only) <input type="checkbox"/> site <input type="checkbox"/> vehicle registration _____	\$382.45
<input type="checkbox"/> Wild game harvester (meat only) (please include your vehicle registration) _____	\$382.45

Please note: GST does not apply to application or accreditation fees. Not all categories of accreditation are applicable to all food safety schemes. For further information, please refer to the relevant **guidelines for application** for the specific food safety schemes.

Declaration

I, being the applicant (individual or authorised company representative):

- wish to apply for an accreditation under the *Food Production (Safety) Act 2000* and that the information stated in this application form is true and correct.
- understand if an accreditation is granted in respect of this application that my accreditation will expire on 31 December 2014. I understand that I will need to apply to renew the accreditation and have paid in full the prescribed fee by 1 January 2015.
- understand my application will be assessed and a desktop audit conducted against the activities described in my food safety program or management statement. I understand that this comprises my first compliance audit as required under the *Food Production (Safety) Act 2000* and will be invoiced separately on a 'fee for service' basis.
- understand the accreditation fees are not calculated on a pro-rata basis and that refunds are not available following the surrender or cancellation of an accreditation.

Signature of applicant _____ Date ____/____/____

Print full name _____

Payment options

Please complete the payment method you are using: Cheque Money order Credit card

Cheques and money orders should be made payable to Safe Food Production Queensland and enclosed with this form.

Card type: Mastercard Visa Card number: ____/____/____ ____/____/____ ____/____/____ ____/____/____

Cardholder name _____ Expiry date ____/____/____ Signature _____

Send your completed application to:

E: info@safefood.qld.gov.au **F:** 07 3253 9810 **P:** PO Box 440, Spring Hill Qld 4004

More info? **T:** 1800 300 815 **W:** www.safefood.qld.gov.au

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