



Home Based Food Business Application

The following food business sector questions are mandatory and applicable for home based businesses only.

Please proceed to the Declaration section if you do not operate as a home based business.

Applicant Name:	
Applicant Address:	
Phone Number:	
Email Address:	
Proposed Business Name:	
Proposed Business Location:	
Type of Business: Retail / Manufacturing / Storage / Distribution	

Description of the type of food (ie caterer, sushi, cakes, hot meals, biscuits) and your intended market (eg who you plan to sell to).

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Volume or quantity produced:.....Weekly/Monthly

Distance travelled to location the product will be distributed from:

Operating Details:

No of days per week:.....On Sun/Mon/Tue/Wed/Thurs/Fri/Sat

Hours of operation on each day:.....

No of Employees:.....

Are the business activities to be undertaken in a separate kitchen/area or your own domestic kitchen:.....

Please provide details:.....

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Are the business activities to be conducted using separate equipment storage: Yes / No
Has Development Approval been granted by Local Council: Yes / No
Has a Trade Waste form been completed and approved: Yes / No
Please provide details:.....

Please draw a basic layout of your kitchen including fixtures and fittings such as sinks and storage space (drawing is not required to be to scale), ensure you include location of proposed hand washing facilities.

Hand basin exemption required: Yes / No If yes, please completed appropriate exemption form.

Declaration:

Name:.....

Signed:.....

Date:.....