

Authorising provisions - Food Act 2006

If you have any specific enquiries regarding how to complete this form please contact council's Healthy Places Unit.

1. Business details

Trading name		
Food Licence Number		
Postal address		
Suburb	State	Postcode
Preferred contact person		
Business phone	Alternate phone	Mobile
Email address		
Preferred method of contact for correspondence	<input type="checkbox"/> Email	<input type="checkbox"/> Post

2. Food safety supervisor notification

A food business licensee must advise council of the name and contact details of each food safety supervisor for the business. Penalties apply for failing to provide the required information within the specified timeframe.

- for a new licence – **within 30 days**
- for a change in food safety supervisor – **within 14 days**
- for a change in a food safety supervisor's contact details – **within 14 days**

 For **each** food safety supervisor listed, attach a copy of the certificate of attainment for the relevant competencies. For current competencies refer to www.lgtoolbox.qld.gov.au
Food safety supervisor 1

Title	Surname	
Given names	Date of birth	
Postal address		
Suburb	State	Postcode
Business phone	A/H phone	Mobile
Email address		
Competencies held		

Food safety supervisor 2

Title	Surname	
Given names	Date of birth	
Postal address		
Suburb	State	Postcode
Business phone	A/H phone	Mobile
Email address		
Competencies held		

Privacy

 Council will use any personal information provided for the intended purpose only and for remaining in contact with you. Council is authorised to collect this information in accordance with the *Local Government Act 2009* and other Local Government Acts. Your personal information is only accessed by persons authorised to do so. Council may provide information about you to any relevant Queensland State Department. Your personal information is dealt with in accordance with council's privacy policy.

www.sunshinecoast.qld.gov.au | mail@sunshinecoast.qld.gov.au | T 07 5475 7272

Postal address Locked Bag 72 Sunshine Coast Mail Centre Qld 4560 | ABN 37 876 973 913

Caloundra office 1 Omrah Avenue Caloundra Qld 4551

Maroochydore office 10 First Avenue Maroochydore Qld 4558

Nambour office Corner Currie and Bury Streets Nambour Qld 4560

Food safety supervisor 3			
Title	Surname		
Given names		Date of birth	
Postal address			
Suburb		State	Postcode
Business phone	A/H phone	Mobile	
Email address			
Competencies held			

Please attach an additional sheet if you have more than three food safety supervisors.

3. Removal of previous food safety supervisor/s	
Please remove the following name/s as they are no longer a food safety supervisor:	

4. Declaration of applicant				
<p>I/We, the applicant, declare that the above information is correct in all respects, at the time of lodgement of this application with the Sunshine Coast Council. Should any of the details given in relation to this application be changed in the future, the applicant shall advise the Sunshine Coast Council in writing prior to any such change being implemented.</p> <p>I/We hereby make application for a food business licence under the <i>Food Act 2006</i> as set out in this form.</p> <p>I/We, the applicant, understand that Sunshine Coast Council use all provided contact details including email, phone calls and SMS for sending annual notices, reminders and verifying data. To opt out of all SMS and email contacts I/we must contact Sunshine Coast Council and specifically nominate to be excluded from emails or SMS.</p>				
	Name	Signature	Position, e.g. director, manager	Date
Name 1				
Name 2				
Name 3				

5. Fees	
Notification of food safety supervisor/s	No fee applicable

OFFICE USE ONLY		
New food safety supervisor		
Application no.	Initial	Date stamp