

OVERVIEW

The *Food Act 1984* (the Act) regulates the sale of food for human consumption. If your business sells food you must either register with, or notify, the Council in which the premises is located.

There are five classes of food premises. A summary of the classes is presented below. For more information on food business classes, visit <https://www.health.vic.gov.au/food-safety/food-premises-class-list>:

Class 1 - premises where food is being provided to vulnerable people within a hospital, aged care or childcare setting or by home delivery services e.g. Meals on Wheels.

Class 2 - premises that handle or manufacture unpackaged potentially hazardous food; or premises that manufacture low risk food for which any allergen free claim is made.

Class 3A - premises that prepare and/or cook potentially hazardous foods which are served to guests for immediate consumption at an accommodation getaway premises; or a home based or temporary food premises such as a hired kitchen that makes product such as chutney, relish, salsa or tomato sauce using a hot-fill process.

Class 3 - premises that handle unpackaged low risk food or high-risk pre-packaged food, warehouses and distributors.

Class 4 – a premises at which the **only** food handling activities are one or more of the following:

- The sale of shelf stable pre-packaged low-risk food – for example confectionery.
- The sale of packaged alcohol – for example bottle shops.
- The sale of uncut fruit and vegetables – for example, green grocers and wholesalers.
- Wine tasting (which can include serving low-risk food or cheese).
- The supply of low-risk food, including cut fruit or vegetables to children at children's education and care services.
- Tasting of low-risk food that is available for sale at the premises in a packaged form e.g. honey.
- The serving of coffee, tea (with or without milk, soy, almond or any other liquid), alcohol (including the addition of sliced fruit, pasteurised dairy products), water, soft drink (except fermented soft drinks containing a live culture) intended for immediate consumption but does not include unpasteurised processed fruit or vegetables (for example, fresh juice) or any drink which has any other potentially hazardous food added, such as unpasteurised egg.

For a full list of class 4 activities go to: <https://www.health.vic.gov.au/food-safety/food-business-classification>

- **Classes 1, 2, and 3 must register with Council.**
- **Class 4 premises must notify Council.**

Contact the City of Casey:

Web: casey.vic.gov.au
Email: caseycc@casey.vic.gov.au
Phone: 03 9705 5200
Post: PO Box 1000, Narre Warren VIC 3805
NRS: 133 677 (for the deaf, hearing or speech impaired)

Customer Service Centres:

Narre Warren: Bunjil Place, Patrick Northeast Drive
Cranbourne: Cranbourne Park Shopping Centre
ABN: 43 320 295 742

PREMISES TYPE

Please select one:

<input type="checkbox"/>	The food handling activities carried out at my premises involve activities that are listed on page 1 under the class 1, 2, 3A or 3 section.
<input type="checkbox"/>	The only food handling activities carried out at my food premises are as described on page 1 under the class 4 section.

- If you marked box 1, you must register with Council – complete a Food Premises Registration form.
- If you marked box 2, you are required to notify Council using this form.

LODGEMENT



EMAIL:
caseycc@casey.vic.gov.au



IN PERSON:

Bunjil Place Customer Service
2 Patrick Northeast Drive, Narre Warren



MAIL:
City of Casey
PO Box 1000,
Narre Warren, VIC 3805

Cranbourne Customer Service
Shop 61, Cranbourne Park Shopping Centre

Please refer to the City of Casey website for opening hours.

PRIVACY STATEMENT:

City of Casey is committed to protecting your privacy. Your personal information will be handled in accordance with the *Privacy and Data Protection Act 2014*. All personal information collected by the City of Casey will only be used for the purpose outlined within our Privacy Policy. Council's Privacy Policy is available from our website www.casey.vic.gov.au and all Council Customer Service Centres. For further information about how Council manages and uses your personal information or how you can access and/or amend your personal information please contact Council's Privacy Officers via our website www.casey.vic.gov.au or by calling on **9705 5200**.

FOOD HANDLING ACTIVITIES:

Please tick one or more of the food handling activities from the list below.

The food handling activity provided at the premises described in this application involves the sale to members of the public of:

<input type="checkbox"/>	The sale of shelf stable pre-packaged low-risk food – for example confectionery.
<input type="checkbox"/>	The sale of packaged alcohol – for example bottle shops.
<input type="checkbox"/>	Wine tasting (which can include serving low-risk food or cheese).
<input type="checkbox"/>	The sale of uncut fruit and vegetables. For example, greengrocers and wholesalers.
<input type="checkbox"/>	The supply of low-risk food, including cut fruit or vegetables to children at children’s education and care services.
<input type="checkbox"/>	The sale of packaged alcohol. For example, bottle shops.
<input type="checkbox"/>	Tasting of low-risk food that is available for sale at the premises in a packaged form e.g. honey.
<input type="checkbox"/>	The serving of coffee, tea (with or without milk, soy, almond or any other liquid), alcohol (including the addition of sliced fruit, pasteurised dairy products), water, soft drink (except fermented soft drinks containing a live culture) intended for immediate consumption but does not include unpasteurised processed fruit or vegetables (for example, fresh juice) or any drink which has any other potentially hazardous food added, such as unpasteurised egg.

PROPRIETOR DETAILS:

Proprietor type:	<input type="checkbox"/> Company	<input type="checkbox"/> Individual	<input type="checkbox"/> Partnership
Name/s: If the proprietor is a company, provide the company name. If the proprietor is an individual or partnership, provide the name of the person/s.			
Proprietor/s address (registered address if company):			
Suburb:		Postcode:	
Proprietor’s postal address (if different from above):			
Suburb:		Postcode:	
Mobile:		Telephone:	
Email:		ACN/ABN:	

PREMISES DETAILS:

Trading name:	
Premises address:	
Suburb:	Postcode:
Type of food premises (e.g. café, restaurant):	
Name of contact person at premises:	
Mobile:	Telephone:
Email:	

FOOD VEHICLE DETAILS (if applicable):

Registration Number:	Make:	Model:
Address vehicle garaged at when not in use:		
Suburb:	Postcode:	

DECLARATION:

I understand and acknowledge that:

- The information provided in this application is true and complete to the best of my knowledge.
- This application forms a legal document and penalties exist for providing false or misleading information.
- I am over 18 years of age at the time of completing this application.

By marking this checkbox and signing below, I confirm that I have read and understood all the statements above.

Proprietor signature/s:		
Print name:		
Authority: (if on behalf of a company)		
Date:		