

If you have any specific enquiries regarding how to complete this form, please contact council's Environmental Health Department by phoning 07 5329 6500.

1. Business Details

Trading name		Food Business Licence No FH /	
Postal address			
Suburb	State	Postcode	
Preferred contact person			
Business phone	Alternate phone	Mobile	
Email address			

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**
- after a person stops being a food safety supervisor - **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 [Qld Health Website](#)

Food safety supervisor 1

Title	Surname	Given names	
Business phone	Alternate phone	Mobile	
Email address			
Competencies held			

Food safety supervisor 2

Title	Surname	Given names	
Business phone	Alternate phone	Mobile	
Email address			
Competencies held			

Food safety supervisor 3

Title	Surname	Given names	
Business phone	Alternate phone	Mobile	
Email address			
Competencies held			

3. Delete Previous Food Safety Supervisor/s

Please delete the following names from your records as they are no longer our food safety supervisor:

4. Fees - the term of licence will be until 31st August (unless cancelled or suspended)

Category - Please tick	Food Business licence No FH /	Total fee
<input type="checkbox"/> Notification of Food Safety Supervisor		\$100.00

5. Declaration of Applicant – Please note this must be completed by the licence holder

I/We, the applicant, declare that the above information is correct in all respects, at the time of lodgement of this application with Noosa Council. Should any of the details given in relation to this application be changed in the future, the applicant shall advise Noosa Council in writing prior to any such change being implemented.

I/We hereby notify Noosa Council of the Food Safety Supervisor, as required by the *Food Act 2006* as set out in this form.

Name	Signature	Position: eg director	Date

Name	Signature	Position	Date

Privacy

Noosa Shire Council will only use the personal information collected for the intended purpose, to remain in contact with you regarding your request and the legitimate functions and services of Council affecting your property. Council is authorised to collect this information in accordance with the *Local Government Act 2009* and associated laws. Access to your personal information will only be provided to appropriate Council employees and authorised officers. Council may provide your details to other relevant Queensland State Departments where necessary to process your request. Otherwise, your personal information will only be disclosed to third parties with your consent, or if required to do so by law. Your personal information is handled in accordance with Council's Privacy Policy.