

APPLICATION TO SURRENDER A FOOD LICENCE

Food Act 2006



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| Purpose | This application is for surrendering a food licence issued by Townsville City Council. Contact the Environmental Health and Regulatory Services Team on 13 48 10 for more information. |
| Current food licence no. | What is the current food licence number for the business? _____ |
| Business details If the licence is for a mobile food business, give the address where the vehicle is housed | Trading name _____ Address where activity is carried out (NOT a post office box) _____ Suburb _____ State _____ Postcode _____ Business phone number _____ Email address _____ |
| Applicant/licensee details Complete either individual OR company as applicable | Individual 1 Full name _____ Postal address _____ Suburb _____ State _____ Postcode _____ Contact phone number _____ Email address _____ Individual 2 Full name _____ Postal address _____ Suburb _____ State _____ Postcode _____ Contact phone number _____ Email address _____ Corporation/ incorporated association Legal entity name _____ Australian company number _____ Postal address _____ Suburb _____ State _____ Postcode _____ Contact name _____ Contact phone number _____ Email address _____ |
| Closure date | What is the intended closure date? _____ |

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Applicant/licensee declaration

To be completed by the licence holder

I declare that the particulars provided on this form are true and correct in every detail. I am aware that it is an offence to knowingly provide false or misleading information. I wish to be removed as the applicant/licensee effective from the closure date stated above.

Note: If the application is made by a corporation or incorporated association, the person signing the form must occupy a position that is legally entitled to make an application on behalf of the corporation or incorporated association.

Signature _____

Print name _____

Position (if relevant) _____

Date _____

Privacy collection statement

Townsville City Council collects and manages personal information in the course of performing its activities, functions and duties. We respect the privacy of the personal information held by us. The way in which Council manages personal information is governed by the *Information Privacy Act 2009* (Qld). We are collecting your personal information in accordance with the *Food Act 2006*. The information will be used to process this food licence surrender, update Council's records, and undertake any compliance-related activities where necessary. Generally, we will not disclose your personal information outside of Council unless we are required to do so by law, or unless you give your consent to this disclosure. For further information about how we manage your personal information please see our Information Privacy Policy.

Submit the form

Submit via email: enquiries@townsville.qld.gov.au

Submit by mail: Townsville City Council, PO Box 1268, TOWNSVILLE CITY QLD 4810.

Submit in person: Townsville City Council Customer Service Centres located at:

- » 103 Walker Street, Townsville City; or
- » Customer Service Point, Riverway City Libraries, 20 Sporting Drive, Condon. (Card Only) 9.00am to 5.00pm, Monday to Friday. Closed Public Holidays.