

# APPLICATION FOR CERTIFICATE OF COMPLIANCE

Food Act 2006



<b>Purpose</b>	<p>If you are deciding on whether to purchase a food business, use this application form to apply for a certificate of compliance to determine the food business's current level of compliance with the <i>Food Act 2006</i> and the <i>Food Safety Standards</i>.</p> <p><b>Note:</b> A minimum of 14 days is required from the date of payment in order to arrange an appropriate time for an inspection.</p>
<b>Applicant details</b>	<p>Full name _____</p> <p>Postal address _____</p> <p>Suburb _____ State _____ Postcode _____</p> <p>Contact phone number _____</p> <p>Email address _____</p> <p>Applicant's signature _____ Date _____</p>
<b>Business details</b>	<p>Business trading name _____</p> <p>Business address _____</p> <p>Suburb _____ State _____ Postcode _____</p> <p>Current licence number _____</p>
<b>Owner's agreement</b>	<p>Current business owner's name _____</p> <p>As owner of the above food business, I request a certificate of compliance be completed.</p> <p>Owner's signature _____ Date _____</p>
<b>Payment options</b>	<p><input type="checkbox"/> <b>In person:</b> I will pay any fees at a Council customer service centre upon submission of my application</p> <p><input type="checkbox"/> <b>By phone:</b> Contact me for my credit card details.</p> <p>Contact number: _____ (Visa or MasterCard payments are subject to a 0.5% payment processing fee.)</p> <p><input type="checkbox"/> <b>By cheque</b> (must be received with application)</p>
<b>Privacy collection statement</b>	<p>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 <i>Information Privacy Act 2009</i>. We are collecting your personal information in accordance with the <i>Food Act 2006</i>. The information will be used to process this application for a compliance certificate. 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.</p>
<b>Submit the form</b>	<p><b>Submit via email:</b> enquiries@townsville.qld.gov.au</p> <p><b>Submit by mail:</b> Townsville City Council, PO Box 1268, TOWNSVILLE CITY QLD 4810</p> <p><b>Submit in person:</b> Townsville City Council Customer Service Centres located at:</p> <ul style="list-style-type: none"><li>» 103 Walker Street, Townsville City</li><li>» Riverway CityLibraries, 20 Sporting Drive, Condon (card only) Mon – Fri 9am-5pm closed public holidays</li></ul> <p>Payment options include cash, cheque, EFTPOS and/or credit card (Mastercard or Visa).</p>