

Notification of a Class 4 Food Premises Food Act 1984

Health Services (03) 9217 2277

Information for Food Businesses – Food Act Registration

The Food Act 1984 (the Act) regulates the sale of food for human consumption. In July 2010 a new food premises classification system commenced for all food premises operating in Victoria.

If your business sells food you must either register with, or notify, the council in which the premises is located. This information sheet explains whether you will need to **register** or **notify**.

Food Act Application for Registration or Notification

There are now four classes of food premises – class 1, class 2, class 3 and class 4. The new classification system means that regulatory requirements are better matched to the level of food safety risk associated with the food handling activities at different types of premises. Class 1 has the highest and class 4 the lowest level of legal requirements. In summary, the new classes are:

- Class 1 – hospitals, child care centres and aged care services which serve high risk food.
- Class 2 – other premises that handle high risk food unpackaged food.
- Class 3 – premises that handle unpackaged low risk food or high risk pre-packaged food, and warehouses and distributors.
- Class 4 – as described below.

Classes 1, 2 and 3 premises must **register** with the council.

Class 4 premises must **notify** the council.

You will be a class 4 premises and only need to notify if your only food handling activities are as follows:

- The sale of shelf stable pre-packaged low risk food such as confectionery, crisps, frozen ice cream, milk, bottled drinks – for example, newsagents, pharmacies, video stores and some milk bars.
- The sale of packaged alcohol – for example, bottle shops.
- The sale of uncut fruit and vegetables – for example, green grocers and wholesalers.-
- The supply of low risk food, including cut fruit, at sessional kindergarten or child care.

If the only food handling activities at your premises are described above as Class 4, please complete this “Notification of a food premises” form and submit to council for confirmation.

For a full list of class 4 activities go to <http://www.health.vic.gov.au/foodsafety>.

Please Note: If your food handling activities are **Class 1, 2 and 3**, you may be required to register with the council.

Please contact the council to discuss:

- the process for registering your premises using the application to register a food premises form; and
- when your premises is a class 1, 2 or 3, this will decide whether you require a food safety program and/or a food safety supervisor.

Council will ask if you handle or intend to handle high risk foods. This means foods that require temperature control (refrigeration or heating). For example meats, chickens, fish small goods, custard, cream, salads, cooked pasta, eggs and sandwiches.

Notify or Register a temporary or mobile food premises

If your food activity is a temporary or mobile food vehicle, you must notify or register with Council using the Department of Health online system called **Streatrader** (https://streatrader.health.vic.gov.au/public_site).

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<i>Office Use Only</i>	
Reference number :	
Date :	
Officer:	

Proprietor details

Name of applicant:																		
Legal entity name:																		
ABN																ACN		
Postal address tick appropriate box:		PO Box	GPO Box	Private Bag	Locked Bag	RSD												
Postal Suburb												Post code:						
Residential address:																		
Residential Suburb:										Post code:								
Name of business manager/proprietor:																		
Name of business contact person :																		
Contact numbers:		Bus:						Home:						Mob:				
		Fax:						Email:										

Premises details

Trading name of business															
Address of premises to be registered:															
Description of type of business:															
Opening date of business:															

Additional details

ABN:										Preferred language:					
Is tobacco sold?		<input type="checkbox"/> Yes / <input type="checkbox"/> No				If so, is it only from a vending machine?				<input type="checkbox"/> Yes / <input type="checkbox"/> No					

Food handling activity at the Premises

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:

- Pre-packaged low risk food such as confectionery, crisps, frozen ice cream, milk, bottled drinks. For example, newsagents, pharmacies, video stores and some milk bars; or
- the sale of uncut fruit and vegetables; for example, green grocers and wholesalers or
- the handling of low risk food or cut fruit or vegetables and the serving of that food to children at a sessional children's service; or
- the sale of packaged alcohol – for example, bottle shops.

Declaration

I understand and acknowledge that:

The information provided in this application is true and complete to the best of my knowledge
This application is a legal document and penalties exist for providing false or misleading information
If the business is owned by a sole trader or a partnership, the proprietor(s) must sign and print name(s).
If the business is owned by a company or association, the applicant on behalf of that body must sign and print their name.

By ticking this checkbox I confirm that I have read and understood all the statements above.

