

APPLICATION FOR PROPERTY ENQUIRY INSPECTION

INSPECTION OF A PREMISES REGISTERED UNDER THE FOOD ACT 1984,
PUBLIC HEALTH AND WELLBEING ACT 2008

FORM VALID FROM 1 JULY 2021 TO 30 JUNE 2022



This application cannot be processed until the consent section has been completed and the correct fee paid.

PROPERTY ENQUIRY INSPECTION REQUESTED (please tick box)

Priority Service (5 working days - double the fee) **OR** **Standard** (15 working days)

SECTION 1 - TO BE COMPLETED BY THE APPLICANT

Information will only be disclosed to the person listed in this section

Applicants Name(s)
Applicants Postal Address
 Postcode
ABN Email
Phone Mobile

SECTION 2 - CONSENT TO RELEASE INFORMATION (Must be completed by the current registered proprietor)

Trading Name Registration No.
Phone
Email
Address
 Postcode

I (print name)

being the proprietor of the above address, consent to the disclosure to the above application all information or publication of documents relating to the premises which may be revealed or obtained as a result of the inspection, whether the information was obtained from me or otherwise.

Signature/s
Print Name Date
Company Name
Position

OFFICE USE ONLY

CR Please receipt in Accela New Applications / New / Health / Property Enquiry / NA / NA

Date Processed	Registration #	EHO/EHT	DM#
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PAYMENT DETAILS

Type of Business	
<input type="checkbox"/> Food	\$280.00
OR	
Public Health & Wellbeing	
<input type="checkbox"/> Hairdresser, Skin Penetration, Beauty Treatment or Colonic Irrigation Premises	\$155.00
<input type="checkbox"/> Prescribed Accommodation	\$185.00
For Priority Service for any of the above applications	DOUBLE THE FEE
Total Fee Payable	\$

FURTHER INFORMATION

Telephone enquiries: (03) 9658 8831

MAILHealth and Wellbeing Branch
City of Melbourne
GPO Box 1603
Melbourne VIC 3001**EMAIL**

health@melbourne.vic.gov.au

ONLINE PAYMENTS ARE HERE

In order to provide you with a more secure and streamlined service, we have introduced online payments for this type of application.

Upon submission of your completed form, you will receive a payment link via email. Payment can then be made online by credit card only.

Once payment is received your application will progress.

This information is collected under the requirements of the Food Act 1984/ Public Health and Wellbeing Act 2008 for enforcement and public health purposes. It may be provided to the Department of Health & Human Services (DHHS) for the same purposes, and for statistical purposes related to the application of the Acts. It will be treated in compliance with the Privacy and Data Protection Act 2014 (PDPA) and the Information Privacy Principles contained in Schedule 1 of the PDPA. It will also be used to contact you concerning food safety initiatives, education and training provided by the City of Melbourne. Council will take all necessary measures to prevent unauthorised access to or disclosure of your personal information and will not disclose it to any external agencies unless required or authorised by law.

For details of external organisations to whom this personal information may be disclosed and to find out how to access or modify any personal information you have supplied please see Council's Privacy Policy Statement at melbourne.vic.gov.au