

Application for Plan Assessment Commercial Food Premises



Food Act 1984

Applicant Details

Name: _____

Address: _____

Suburb: _____ Postcode: _____

Email address: _____ Phone number: _____

How would you like to receive the plan assessment report? Email Post

Proprietor Details - Applicant is same as proprietor

Only complete details below if proprietor is different to applicant

Name: _____

Address: _____

Suburb: _____ Postcode: _____

Email address: _____ Phone number: _____

Proposed Premises Details

Trading name: _____

Address: _____

Suburb: _____ Postcode: _____

Use of premises: _____ Seating capacity: _____
Eg café, restaurant, manufacturing (if applicable)

This form is to be accompanied by:

- 1 copy of a detailed floor plan of all food preparation, storage and serving areas
- A schedule of finishes. This is a written document that describes the finishes of all surfaces including the floor, ceiling, walls, benches, cabinetry etc.

This information must be provided in order for the assessment to be completed.

An Environmental Health Officer will review your application and attachments and provide a response within 5-10 business days from the date of receipt within the Health Services unit.

An establishment fee and registration fee will be due and payable at the time of registration. For a list of our fees, please visit our website at www.knox.vic.gov.au.

Applicant signature: _____ **Name:** _____

Date: _____