

# APPLICATION FOR A FOOD BUSINESS POTABLE WATER CARRIER

Isaac Regional Council is collecting personal information you supply on this form in accordance with the *Information Privacy Act 2009*. Your personal information will be used by Council officers who have been authorised to do so. The information will not be given to any other person or agency unless required by law or unless your permission is sought. Personal information will be handled in accordance with the *Information Privacy Act 2009*.

## INSTRUCTIONS

1. Use a BLACK or BLUE pen.
2. Use BLOCK letters
3. Read through all of the questions before beginning your application.
4. Applications that do not have the required sections completed **will not be accepted or may be refused.**

Please ensure you submit this application no less than thirty (30) days prior to the intended commencement of trade.

**Commencing trade prior to receiving a Food Business Licence is an offence against the *Food Act 2006* and may result in legal action being taken against you.**

**Applications made by agents or consultants on behalf of an applicant will be refused.**

## SECTION 1 APPLICATION TYPE

New Licence                       Annual Renewal                       Amendment of Current Licence

## SECTION 2 APPLICANT DETAILS

(This person/company will be the licence holder and responsible for compliance with the *Food Act 2006*)

Individual                       Corporation                       Incorporated Association

<b>APPLICANT: (Individual or Corporation)</b>	
<b>TRADING NAME</b>	
<b>DIRECTORS / CONTACT NAME</b>	
<b>CURRENT ABN/CAN</b>	
<b>REGISTERED ADDRESS</b>	
<b>POSTAL ADDRESS*</b>	
<b>PHONE</b>	<b>FAX</b>
<b>EMAIL</b>	

\*A PO box is not a valid postal address for the serving of legal notices and documents such as licences.

Please provide a **complete list of all directors**. Any changes to this list must be provided to Council. (see Section 11 below for a checklist of requirements needed to be submitted with this application)

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## SECTION 3 PRIMARY CONTACT PERSON'S DETAILS (Application and Licencing purposes)

<b>CONTACT PERSON'S NAME</b>			
<b>PHONE NUMBER</b>		<b>MOBILE PHONE</b>	
<b>EMAIL ADDRESS</b>			

## SECTION 4 FOOD BUSINESS DETAILS

<b>NAME OF FOOD BUSINESS</b>			
<b>PREVIOUS TRADING NAME</b> (if applicable)	<input type="checkbox"/> N/A	<b>PREVIOUS LICENCE NUMBER</b> (if applicable and if known)	FB <input type="checkbox"/> N/A
<b>INTENDED DATE OF COMMENCEMENT OF TRADE</b>	OR	<b>WILL THE PREVIOUS LICENCE BE SURRENDERED?</b>	<input type="checkbox"/> Yes
	<input type="checkbox"/> As soon as licence issued		<input type="checkbox"/> No
	<b>! You cannot commence trade prior to receiving a licence</b>		<input type="checkbox"/> N/A or not sure
<b>ADDRESS WHERE VEHICLE/S ARE STORED OR GARAGED</b>			
<b>LOT ON PLAN NUMBER</b>	If unknown, contact Council for assistance		

## SECTION 5 VEHICLE DETAILS

<b>VEHICLE REGISTRATION</b>		<b>FB LICENCE NUMBER</b>	
<b>YEAR / MAKE / MODEL</b>			
<b>CAPACITY OF TANK</b>			
<b>INTERNAL LINING</b>			
<b>IS A BACKFLOW PREVENTION DEVICE FITTED</b>			
<b>LOCAL INSPECTION ADDRESS</b>			

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## SECTION 6 VEHICLE PLANS

<b>VEHICLE PLANS</b>	Do you have elevation plans of the vehicle showing the location of equipment and signage? If you answered no, please provided photographs of the vehicle and equipment and a basic plan to the tankers showing; signage, valves, etc	<input type="checkbox"/> Yes <input type="checkbox"/> No
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## SECTION 7 WATER SUPPLY DETAILS

<b>STANDPIPE SUPPLY (TOWN WATER)</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>PRIVATE SUPPLY</b>	<input type="checkbox"/> Yes (please provide details)	<input type="checkbox"/> No
	Location of supply	
	Type of supply	

## SECTION 8 SUITABILITY OF VEHICLE

<b>DESIGN AND FIT-OUT</b>	Have you obtained an appropriate document from the manufacturer stating that the material is suitable and safe for contact with potable water in accordance with the relevant Australian Standard?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>DELIVERY HOSES, PIPES AND FITTINGS</b>	Are all pipes secured and stored during transit and delivery, in a safe and hygienic manner to prevent them from contamination?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>BACKFLOW PREVENTION</b>	Is the water carrier fitted with an appropriate backflow prevention system in accordance with Australian Standards?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>SIGNAGE</b>	Does the water carrier have signs installed on the side and rear with the wording? Trading Name (not less then 75mm in height) Phone Number (not less then 75mm in height) Tanker Approval Number (not less then 75mm height) Drinking Water Only (not less then 150mm height)	<input type="checkbox"/> Yes <input type="checkbox"/> No

Note: When considering an application for licence, the local government must consider certain criteria including the suitability of the premises. Schedule 3 of the Act defines a premises as including a vehicle. For a vehicle to be considered suitable for carrying on a food business, the local government will consider whether the premises complies with the Code and Standard 3.2.3.

## SECTION 9 FOOD SAFETY SUPERVISOR DETAILS

\*You must provide details of your Food Safety Supervisor within thirty (30) days of receiving your licence.

<input type="checkbox"/> I have provided evidence of my enrolment and will nominate within thirty (30) days of receiving my food business licence
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I would like to nominate my food safety supervisor now: (please provide details below)

<b>FOOD SAFETY SUPERVISOR NAME</b>	
<b>CONTACT ADDRESS</b>	
<b>BUSINESS HOURS CONTACT NUMBER</b>	

## SECTION 10 APPLICANT SUITABILITY TO HOLD AN APPROVAL

<b>PREVIOUS EXPERIENCE</b>	
<b>QUALIFICATION/S</b>	
<b>ADDITIONAL SKILLS</b>	

**Statement 1: do any of the applicants** (or an executive officer of the corporation, or a member of the association's management committee) **have a conviction for a breach of food legislation, other than a spent conviction\*?**  Yes (attach details of offence and circumstances)  No

**Statement 2: do any of the applicants** (or an executive officer of the corporation, or a member of the association's management committee) **ever had a food licence suspended or cancelled?**  Yes (attach details)  No

**Statement 3: do any of the applicants** (or an executive officer of the corporation, or a member of the association's management committee) **ever have been refused a food licence under the Food Act 1981, Food Act 2006 or a corresponding law?**  Yes (attach copy of certification)  No

\*A spent conviction is a criminal conviction that has lapsed after a period of time and has been removed from a person's criminal record.

## SECTION 11 APPLICANT CHECKLIST

Copy of statement of attainment from a Registered Training Organisation, showing the nominated food safety supervisor has completed the competencies required by Queensland Health. Issued in the last 5 years.

Evidence of suitability that the lining materials used within containers and fittings comply with the Australian Standard.

Evidence of suitability that the delivery hoses comply with relevant Australian Standards.

Plans or photographs of the vehicle and equipment; signage, valves, etc.

Current vehicle registration certificate.

Where the business is not an individual:

Copy of business registration certificate

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- Complete list of all Directors for corporation
- Complete list of Management Committee Members for Incorporated Association
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## SECTION 12 DECLARATION

*I/we hereby make application for Food Business Licence, and declare this information provided to be true and correct. I/we understand that should any information not be completed or attached, or relevant fees not received with the application, this application may be considered not properly made and returned without assessment.*

- If the application is made by a corporation or incorporated association, the person signing is legally entitled to make the application on behalf of the corporation or incorporated association.
- I do solemnly and sincerely declare that the information provided is true and correct to the best of my knowledge. I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1867*;
- I understand that all information supplied on or with this application form may be disclosed publicly in accordance with the *Right to Information Act 2009* and the *Evidence Act 1977*;
- I understand that legal action may be taken against me under the relevant Acts and Regulations if the information provided is known to me to be false or misleading at the time of supplying the information.

<b>APPLICANT'S SIGNATURE</b>	Signature	Date
	Print Name	

Once completed please send form and any attachment to:  
[records@isaac.qld.gov.au](mailto:records@isaac.qld.gov.au) or Isaac Regional Council, PO Box 97, Moranbah QLD 4744  
or deliver in person to your local Isaac Regional Council office