



TRANSFER INSPECTION  
AUTHORITY TO DISCLOSE  
INFORMATION & DOCUMENTS  
FOOD ACT PREMISES

**APPLICANT DETAILS**

**PROCESSING TIME: 10 WORKING DAYS**

Name: \_\_\_\_\_

Postal Address \_\_\_\_\_

Contact Number: \_\_\_\_\_ Mobile: \_\_\_\_\_

E-mail: \_\_\_\_\_

Request a transfer inspection for \_\_\_\_\_  
(Trading name of food premises)

Address of Premises \_\_\_\_\_

**Proposed Settlement Date:** \_\_\_\_\_

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**PROPRIETOR CONSENT**

I/We: \_\_\_\_\_  
(Name of proprietor/s)

Company Name: \_\_\_\_\_  
(Name of proprietor/s)

Of \_\_\_\_\_  
(Address of proprietor/s)

being the proprietor/s of the food premises at

\_\_\_\_\_  
(Trading name & address of food premises)

Contact Number: \_\_\_\_\_ Mobile: \_\_\_\_\_ E-mail: \_\_\_\_\_

within Wyndham City consent to the disclosure by the Environmental Health Unit of any information and the publication of any documents in its possession or power relating to the said food premises whether the information or the documents were obtained in connection with the administration of the *Food Act 1984*.

**PERSON TO WHOM THE INFORMATION OR DOCUMENT IS TO BE DISCLOSED OR PUBLISHED**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Number: \_\_\_\_\_ Mobile: \_\_\_\_\_

E-mail: \_\_\_\_\_

\_\_\_\_\_  
**Signature of Current Proprietor (1)**

\_\_\_\_\_  
**Signature of Current Proprietor (2)**

**Office Use Only**

**Fee** \_\_\_\_\_

**Date** \_\_\_\_\_

**Receipt No** \_\_\_\_\_

Premises	75% of renewal fee
Sporting Clubs	\$40

**Note: Please contact Council's Town Planning Department to ascertain whether this transfer affects any Town Planning requirements.**

Privacy Collection Statement.

Your personal information is being collected by Council for Environmental Health Department purposes. Your information will be stored in Council's Customer Database and used to identify you when communicating with Council and for Council to deliver services and information to you. For further information on how your personal information is handled, visit [Council's Privacy Policy](#).