

## FOOD PREMISES FIT-OUT INSPECTION REQUEST FORM

The purpose of this inspection is to determine compliance with Australian Standard AS 4674-2004; Food Standards Code 3.2.3; and the relevant Development Consent associated with the Food Premises.

In order to carry out the inspection, it is required that the kitchen fit-out is complete.

Payment of the Food Premises Fit-out Inspection Fee is required prior to the inspection being carried out. Council's Environmental Health Officer will contact the person requesting the inspection to confirm the inspection booking once the payment for such has been processed.

Address of premises to be inspected:	
Development Consent / Complying Development Certificate number:	
Name of person requesting inspection:	
Contact telephone number of person requesting inspection:	
Date inspection required:	
Time inspection required:	
Site contact person's name:	
Site contact person's phone number:	
Person / entity responsible for payment of inspection fee:	
Billing address for entity responsible for payment of inspection fee:	
ABN of entity responsible for payment of inspection fee:	

### ADDITIONAL INFORMATION:

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Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please be advised a Willoughby City Council Food Premises Registration Form must also be submitted, prior to undertaking any food handling operations.

OFFICE USE ONLY: CC No: \_\_\_\_\_ FP No.: \_\_\_\_\_

Amount: \_\_\_\_\_ Receipt No.: \_\_\_\_\_ Date: \_\_\_\_\_