

How to Complete NSW Food Business Notification

Go to <http://www.foodnotify.nsw.gov.au/nafsis/index.cfm?action=business>

The following is an example of how to fill in the form. Adjust as appropriate for your Club and your event.

Page 1.

Food Business Notification New Notification

Council:

Food Business Details * denotes required info

Business ABN Proprietor / Company Name *
Your Club Name

Trading Name of Food Business Business Size *
Small Food Service [See Definitions] →

Business Type *
Community

Other Business Type

Please provide more details to describe the business (example: Soft drink manufacturer, service station) *
We are a not-for-profit Club at the University of New South Wales raising money for the Cancer Council

This is an example of the sort of thing you should write.

Office Address and Contact Details

Surname * First Name *
Details of the person in charge of the event

Office Address * Suburb / Postcode *
Your Club Name Arc @ UNSW PO Box 173 KINGSFORD NSW 2032

Phone Business Hours * Phone After Hours Fax

Your Number

E-Mail

Your Email

Mailing Address Click here to copy from office address

Postal Address * Suburb / Postcode *
Your Club Name Arc @ UNSW PO Box 173 KINGSFORD NSW 2032

This is the mailing address of the Arc Student Dev. Office (Level 1 Roundhouse)

Comments

Name	Description
Large	Over 100 employees in food manufacturing / processing sector
Large Food Service	Employs over 50 people in food service sector
Medium	21-100 employees in food manufacturing / processing sector
Medium Food Service	11 to 50 employees and may be more than one premise
Small	1 to 20 employees in food manufacturing/ processing sectors
Small Food Service	1 to 10 employees and 1 food retail premise

[CLOSE]

This refers to the number of people you will have handling the food. You will be a Food Service. Select the appropriate size based on how many people will be handling the food.

Click 'Next Page' button for Page 2.

http://www.foodnotify.nsw.gov.au/nafsis/index.cfm?action=premise

NSW Food Authority
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FoodNotify
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Food Business Notification **New Notification**

Proprietor / Company Name: Your Club Name

Council:

Food Business Premises * denotes required info

Trading Name of Business if applicable

Type of Premises * Other
Type of Business * Community

Premises Address * University of New South Wales
Suburb / Postcode * 2052

Premises Contact Details

Surname * First Name *
Details of the person in charge of the event

Phone Business Hours * Phone After Hours Fax
Your Number

E-Mail Address
Your Email

Submit Back

Select the appropriate option from the drop down menu. May be "other".

Premises means where you will be holding the event. This is an example.

Click submit.