

Alfresco Dining Licence Application Form

Consolidated Local Laws 2005



This Form is to be used for the purposes of obtaining a Licence to operate an Alfresco Dining area on City owned or managed land as part of an associated food business.

Details of Applicant	
Name of Food Business:	
City of Swan Food Business ID number: FP____ / ____	
Address of Business:	
Postal Address (if different from above):	
Name of Proprietor/Applicant (in full):	
Name of Additional Proprietor (in full if applicable):	
Phone:	Mobile:
Email:	
ABN/ACN (if applicable):	
Details of Planning Approval	
Development Application approval number: DA ____ - ____	
Details of Trading Operation	
Proposed day(s):	
Proposed hours of operation:	
Details of Trading Location	
Address of proposed location:	
Description of all premises immediately adjacent to the alfresco dining area:	
Details of Trading Activity	
Proposed number of tables and chairs:	
Details of any other structures or items eg planter boxes, umbrellas:	
Does the food businesses have a liquor licence or will alcohol be consumed in the alfresco dining area:	

Documentation required to be submitted with this form

- Site plan depicting the proposed trading location (as approved by Planning) which depicts the number and position of all proposed tables, chairs and other fixtures and remaining thoroughfare space and surrounds.
- A copy of the current public liability insurance to a minimum value of \$10 million.

Failure to provide the above information may result in delays to your application.

Signed: _____ Date: _____

Lodging this form

In Person: City of Swan Administration Centre, 2 Midland Square, Midland
By Mail: PO Box 196, Midland WA 6936
By Email: swan@swan.wa.gov.au
By Fax: 9267 9444

Licence Application Fees

There are no associated fees in relation to an Alfresco Dining Licence. Initial applications are required to obtain Planning Approval via a Development Application and this does have associated fees. Where a licence is granted it will be renewed automatically upon payment by the Food Business of the City's Annual Food Business Registration Fee unless otherwise cancelled by the Food Business.

Important Information:

It is the businesses responsibility to comply with all legislation requirements. The alfresco dining area will form part of the food premises and as such must be maintained to the requirements of the *Food Act 2008* and *Australia New Zealand Food Standards Code*. To assist food businesses meet the requirements the City has developed a number of guideline information sheets. Proprietors should refer to these guidelines to ensure what is being proposed will be acceptable.

Free Food Safety Training:

The City of Swan provides free food safety training. The 'I'm Alert' food safety program is available on the City's website at: www.swan.wa.gov.au/imalert

Fact Sheets, Guidelines and Other Information:

Additional information, including fact sheets and guidelines on food handling and food safety, may be found on the following websites;

- Department of Health – www.public.health.wa.gov.au
- Food Standards Australia New Zealand – www.foodstandards.gov.au
- City of Swan – www.swan.wa.gov.au/Services-support/Public-health/Food-safety

Should you have any queries regarding any of the above, please do not hesitate to contact the City of Swan's Health Services on 9267 9153.

