

Food Service to Vulnerable Persons Food Safety Scheme

Applying for a Vulnerable Persons Food Business Licence

A new food safety law will commence on 18 August 2008.

The NSW Food Authority (the Authority) has introduced a new law in NSW which covers businesses who serve food to vulnerable persons. Businesses covered by the new law will need to apply for a licence with the NSW Food Authority (the Authority).

How do I apply for a licence?

To apply for a licence you will need to access the licence application package. The package is [available electronically](#) on the Authority's website (www.foodauthority.nsw.gov.au), or a paper version is available by contacting the Helpline on 1300 552 406 or email contact@foodauthority.nsw.gov.au

The licence package consists of two documents:

1. Licence Application Form
2. Licence Application Form Guide (contains extra information to help you complete the application form)

Impacted businesses are required to fill in an application form using the guide provided where necessary.

Impacted businesses need to submit a licence application form by 18 October 2008

Once you complete the licence application form you will need to return it with payment to the below address by 18 October 2008:

NSW Food Authority
PO Box 232
TAREE NSW 2430

It is against the law for impacted businesses not to submit a licence application form by this date.

What happens after I submit I my licence application form?

- You are deemed to be licensed after you have submitted your licence application form and have paid the appropriate fee.
- After determining your application, the Authority will send you a licence that lists the activities your business is permitted to do.
- All impacted businesses except aged day care will be given a 6 month time frame from the commencement of the new law to develop and implement a Food Safety Program. Audits of these businesses will commence from 1 March 2009.
- Aged day care will be given 12 months from the commencement of the new law to develop and implement a Food Safety Program. Audits of aged day care businesses will commence from 1 September 2009.

Help is available

For more information or assistance in completing your Licence Application Form you can contact the NSW Food Authority's Helpline on 1300 552 406 or email contact@foodauthority.nsw.gov.a