

SCORES on DOORS - FOOD BUSINESS INSPECTION REQUEST for RATING REVIEW



Locked Bag 155, Coffs Harbour 2450
 Customer Service Centre, 2 Castle Street, Coffs Harbour
 Email: coffs.council@chcc.nsw.gov.au Phone: (02) 6648 4000
 Website: www.coffsharbour.nsw.gov.au ABN 79 126 214 487

A food business proprietor can request a Scores on Doors rating review. One rating review request will be considered per financial year with the outcome of the decision advised in writing. If approved, the rating review inspection will be unannounced and will occur within three months from the approval of the review. The review and inspection will incur a fee in accordance with Council's Fee's and Charges.

Any significant compliance issues which received an '8' or '4' demerit point on the Food Premises Assessment Report identified during the business's routine hygiene inspection must be rectified prior to submitting this form. Premises with a significant non-compliance history may be refused a review.

The rating review result is subject to the outcome of the inspection which may result in a higher star rating. A lower star rating or no change may result if areas of non compliance are found.

All 3, 4 and 5 star Scores on Doors ratings are published on the Scores on Doors Website. Premises which fail to achieve a rating will also be published on the website showing zero stars and defined as 'minimum standards not achieved'.

1. Details of the applicant

It is important that Council is able to contact you if more information is required. Please give as much detail as possible.

Mr Ms Mrs Dr Other:

Given name/s Surname

Proprietor Name ABN

Trading Name

Trading address

Postal address

Suburb or town State Postcode

Daytime telephone Fax Mobile

Email address

OFFICE USE ONLY	Application No:	Property No:
Date received:	Application fee:	Receipt No:

2. What improvements have been made or are intended within the business to justify a review of your Scores on Doors rating

Are the improvements detailed above completed? Yes No

If no, please specify your target timeframe to complete them:

3. Applicable fees and charges

To view the applicable fees and charges associated with this application please refer to Council's adopted fees and charges at www.coffsharbour.nsw.gov.au/fees

4. Privacy and personal information protection notice

- this information is voluntarily required to process your request and will not be used for any other purpose without seeking your consent, or as required by law;
- your information may comprise part of a public register related to this purpose;
- your application will be retained in Council's Records Management System and disposed of in accordance with the Local Government Disposal Authority;
- your personal information can be accessed and corrected at any time by contacting this Council.

Applicant's Signature/s

I declare that to the best of my knowledge all particulars supplied by me are correct and completed. I understand that inaccurate or false statements may cause my application to be delayed or rescinded.

Name:

Position:

Signature/s : **Date:**/...../.....