

Application for Registration Prescribed Accommodation Premises

Public Health and Wellbeing Act 2008

Office Use Only			
Application Date		Receipt number	
Receipt code	121	Application Number	

Please use this form to notify Surf Coast Shire of your intent to register a Prescribed Accommodation business. Please note the registration is not official until Surf Coast Shire has approved the application

This form has been created to allow you to type information into the form. If you want a form to fill in by hand, please print the form and fill in clearly.

Applicant's Details			
Title		Surname	
ABN		ACN	
Business Name		Company Name	
Street Address			
Suburb		Post Code	
Phone/Mobile			
Email			

Contact Details For this Application			
Title		Surname	
Street Address			
Suburb		Post Code	
Phone/Mobile			
Email			

Premises Details			
Street/Postal Address			
Suburb		Post Code	
Primary Language Spoken at Premises			

Prescribed Accommodation Details	
Will the premises provide food to guest and/or the public?	<input type="checkbox"/> Yes (please complete the Food Related Premises Details) <input type="checkbox"/> No
Type of accommodation	
<input type="checkbox"/> Residential accommodation <input type="checkbox"/> Student dormitory	<input type="checkbox"/> Hotel/Motel <input type="checkbox"/> Holiday Camps <input type="checkbox"/> Hostel <input type="checkbox"/> Rooming house
Maximum number of guests accommodated	Number of rooms
If you provide accommodation for three or less people and will not be serving food to guest and/or public, you do not need to proceed with this application.	

Supporting Documents

Additional Information As Requested By Council Only (1) Copy.

If providing attachment electronically, please supply as: doc;pdf

If you have discussed this application with Council prior to delivering the application to Council, Council may request Additional information based upon the nature of the application.

A plan of the premises drawn to a scale of not less than 1:100 and showing the proposed layout of each room must be attached.

Payment Details

Please contact Council to confirm fee for this application

Declaration

I understand and acknowledge that:

- The information provided in this application is true and complete to the best of my knowledge
- This application forms a legal document and penalties exist for providing false or misleading information
- I am over 18 years at the time of completing this application

By ticking this checkbox I confirm that I have read and understood all the statements above

Name of person completing this application

Date

Privacy Statement: The Surf Coast Shire considers that the responsible handling of personal information is a key aspect of democratic governance, and is strongly committed to protecting an individual's right to privacy. Council will comply with the Information Privacy Principles as set out in the Privacy and Data Protection Act 2014. The information will not be disclosed to any other party unless Council is required to do so by law.