

Food Based Businesses

Planning and permits for hospitality and food services

What you need to know before opening your business

There are many types of food based businesses in our region. The following will provide an overview of what permits and registrations you may need for your business.

Business that sells food in Victoria must register the place where they sell and/or prepare the food for their premises, with Council. Any business that sells food or drink, must be registered with Council and follow regulations to ensure that the food they sell is safe to eat.

Regulatory permits could include:

- planning permit
- building permit
- footpath trading permit.

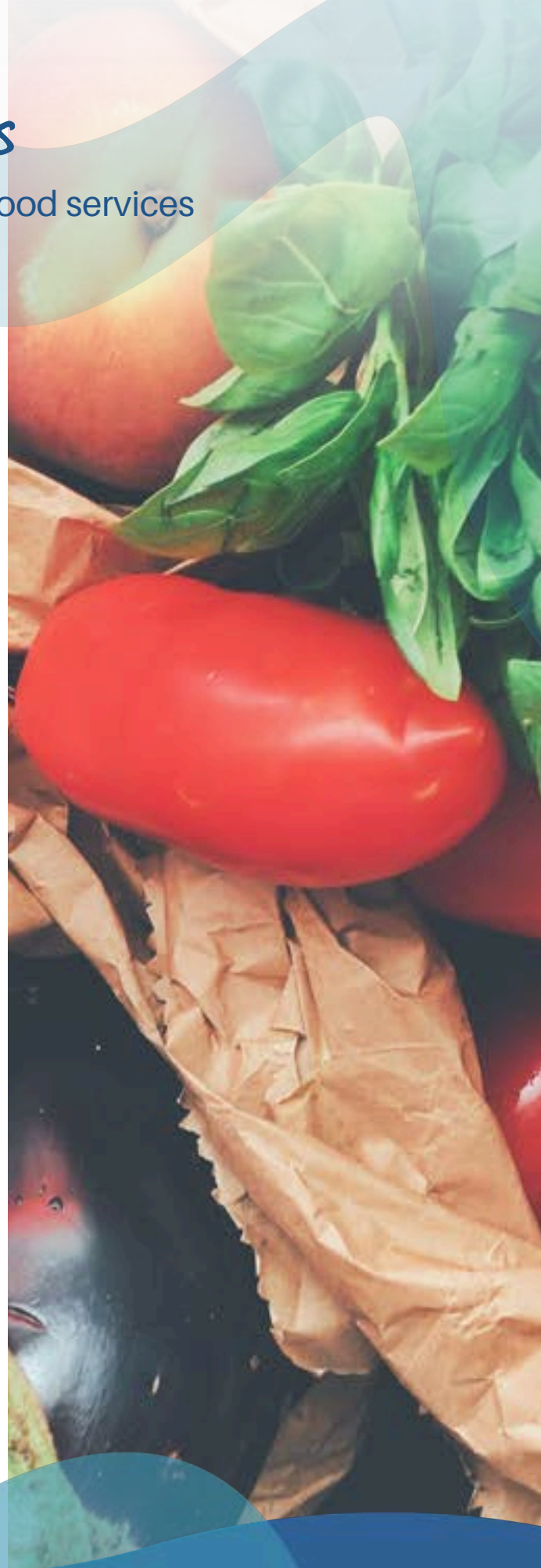
Other approvals might need to be obtained from Council regarding parking and traffic restrictions.

Health Registration

Under the Victorian Food Act 1984 you must register the premises where your food is prepared for sale (or provided as part of a service).

This includes:

- cafes and restaurants
- domestic kitchens
- mobile food vehicles
- food stalls
- supermarkets
- child care centres
- aged care facilities



Scan to complete
questionnaire!

The Process:

STEP 1: DO YOUR RESEARCH

Before submitting an application, please ensure that you are familiar with the requirements of operating a food based business, including:

- How you will meet the public health requirements
- What registration is required.

STEP 2: GATHER SUPPORTING DOCUMENTS

Your application will need to include a floorplan (where applicable) showing:

- hand wash basin(s)
- shelves, benches and tables
- ventilation
- clinical and related waste disposal

STEP 3: COMPLETE THE QUESTIONNAIRE

To complete the online business questionnaire, visit <https://forms.swanhill.vic.gov.au/bpt/>

STEP 4: COUNCIL ASSESSMENT

After your application is received, all documentation is reviewed internally by Council. Depending on the complexity of your application, you may be invited to a face-to-face 'pre-application' with relevant Council departments. Council will advise which permits you will need for your business.

STEP 5: OUTCOME

You will be provided with a copy of the outcome of your permit and/or registration application(s). Once you have been issued with the correct permits for your business you can start operating.

STEP 6: ONGOING SUPPORT

Stay in touch with Council for ongoing business support.



For More Information

Get in touch with us to discuss your business needs today:

- 📞 03 5036 2333
- ✉ ecodev@swanhill.vic.gov.au
- 🌐 <https://www.swanhill.vic.gov.au/business/start-or-expand-your-business/>



Scan to complete questionnaire!