

Regulated health premises registration application form.

Part 1: Premises details

Trading name	
Premises Address	
Premises contact number	

Part 2: Proprietor/Company details

Proprietor / Company Name			
ABN/ACN number			
Director Name/s			
Contact Person Name			
Contact Person Number			
Email Address (reports & invoices are issued via email)			
Postal Address (different to the store address)			
Date of commencement of business or date on which changes will take effect (whichever is applicable)			

Please select which is applicable to your application.

<input type="checkbox"/>	New premises	<input type="checkbox"/>	Change of proprietor/owner
<input type="checkbox"/>	Change of trading name	<input type="checkbox"/>	Updating contact details.
<input type="checkbox"/>	Ceased to exist/trade	<input type="checkbox"/>	Other: <input type="text"/>

Contact us:

council@cityofparramatta.nsw.gov.au | 02 9806 5050
 @cityofparramatta | PO Box 32, Parramatta, NSW 2124
 ABN 49 907 174 773 | cityofparramatta.nsw.gov.au

A service fee applies to inspections for regulated premises. All fees and charges are reviewed annually under Council's management plan and be viewed at www.cityofparramatta.nsw.gov.au

Please select the applicable boxes related to your business.			
	Beauty Salon		Swimming and/or Spa Pool
	Hairdresser		Cooling Tower/Warm Water System
	Skin Penetration*	* Procedures are defined under the Public Health (Skin Penetration) Regulation 2012	

Number of Cooling Tower/Warm Water Units	
Type & number of Swimming Pool/Spa's	
What type of Skin Penetration procedure(s) will your business conduct?	

Part 3: Development Consent

If development consent is required or you are unsure if the site has an existing approval, please contact the Customer Contact Team on 02 9806 5050. Registration does not constitute development consent.

Has development consent been granted for the above use?		Yes		No
Application number (DA or CDC)				
Has Construction Certificate (CC) been issued?		Yes		No
Construction Certificate number				

Part 4: Privacy & Personal Information Protection Notice:

- **Purpose of collection:** Council is collecting your personal information to enable council to assess and determine your application.
- **Intended recipients:** The intended recipient of the information is City of Parramatta Council.
- **Supply:** While the supply of this information is compulsory, the personal information you provide will enable council to meet its statutory requirements.
- **Access/correction:** The personal information can be accessed by you and may also be available to third parties in accordance with City of Parramatta's access to information policy and privacy management plan. Your personal information may be disclosed to third parties for the purpose of complying with the applicable legislation. You may make an application for access or amendment to personal information held by Council. Council will consider any such application in accordance with the Privacy and Personal Information Protection Act 1998.
- **Storage:** Council is the agency that holds the personal information. Council may be contacted on 9806 5050.

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Part 5: Applicant Declaration.

I declare that to the best of my knowledge all the information supplied on this form is accurate and correct.			
Print name:			
Signature:		Date:	

Applications can be lodged via:

- **Email:** council@cityofparramatta.nsw.gov.au
- **In Person:** Customer Service at PHIVE Building – 5 Parramatta Sq Parramatta
 - Monday to Thursday, 9am – 8pm and Friday to Sunday, 9am – 5pm

Once your business has been registered by Council, we'll send a confirmation email with your license details and other important information.

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