



Application for Presale Inspection Consent for Disclosure of Information of a Premises

If you have already taken over a food business without a pre-sale inspection, you must contact our Health Team to register your food business before operating.

Purchasing an existing business

If you are looking at purchasing an existing food business we recommend you apply for a pre-sale inspection before buying the business. A pre-sale inspection identifies all non-compliant items under the Food Act 1984 and Australian and New Zealand Food Standards Code.

After we issue the report, it is the responsibility of the purchaser and current owner to negotiate and resolve all outstanding non-compliant items. Any outstanding issues not resolved at settlement will become the responsibility of the new owner.

Consent from the current owner

Due to privacy laws, the current owner must sign to give consent for Council to release the inspection report to you or your solicitor.

Timeframes

The standard timeframe for a pre-sale is 10 working days. We offer a priority service within 5 working days with an additional cost

Fees and charges

2024 – 2025	10 day turnaround	5 day priority service
Food Act Fees	\$309.00	\$618.00
Public Health & Wellbeing	\$281.00	\$560.00

Once we receive your pre-sale application, our Health Team will generate a tax invoice and emailed to the applicant for payment.

An inspection will be organised by your Environmental Health Officer when payment has been made.

To be completed by Current Proprietor**Consent must be given by the current proprietor before Council can provide the pre-sale service**

Name/s of proprietor			
Trading Name:			
Premises Address:			
Do you wish to be contacted prior to this inspection being conducted?	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Email:			
Contact:			
I hereby give my consent to Whitehorse Council to disclose and provide information, reports and/or documents relating solely to the pre-sale inspection of the premises described above that is conducted under the Food Act 1984 or Public Health & Wellbeing Act 2008 to the applicant and/or solicitor specified in this form.			
Signature/s of proprietor:		Date:	

Applicant Requesting Inspection (Person to whom information will be disclosed to)

Applicant/Solicitor Name:			
Name of new Proprietor			
Mobile:			
Email:			
Proposed Settlement Date:			
I request an inspection of the above registered premises and subject to consent being given by the current registered proprietor, to be advised of any outstanding orders or requirements under the Food Act 1984 or Public Health & Wellbeing Act 2008.			
Service to be provided (refer fees and charges)	10 Day Turnaround <input type="checkbox"/>	5 Day Priority	<input type="checkbox"/>
Signature:			

Form Lodgement

Email	health@whitehorse.vic.gov.au
In Person	Whitehorse Council - 379 Whitehorse Road, Nunawading Monday – Friday 9am – 5pm

The personal information requested above is for the purpose of administering the Food Act 1984 or the Public Health & Wellbeing Act 2008 and will be used solely by Council for that primary purpose or directly related purposes. The intended recipients of the information are Council officers. Council may disclose the information to law enforcement agencies, courts and other organisations authorised to collect it. Individuals have a right to seek access to their personal information and make corrections by contacting Council's Environmental Health Unit on 9262 6197. You may view Council's Privacy Policy on our website www.whitehorse.vic.gov.au or obtain a copy from any of the Council offices.