



Inspection Report Request

Environmental Health

GST applies to the fees

Applications that are incomplete will not be accepted.

Office Use Only

DART Application no.

DART Permit no.

Use this form if you require an inspection report outlining the current compliance status of the premises/activity, e.g. if you want to purchase a business, or you need an inspection report to demonstrate compliance in order to obtain insurance cover, bank purposes or other reasons.

You can request an inspection report for any of the Environmental Health permits administered by Brisbane City Council.

These are:

- Food Business Licence, including Mobile Food Vans
- Footpath Dining Permit and Standing Vehicle Permit
- Higher Risk Personal Appearance Services Licence
- Flammable and Combustible Liquids Licence
- Environmentally Relevant Activities (ERAs) if devolved to Council
- Entertainment Venues Permit
- Caravan Parks and Relocatable Home Parks Permit
- Waste Transport Vehicle Approval.

1 What type of report do you require?

Pre-purchase

Status

Other Please specify

2 What type of Licence/Permit/Approval inspection are you requesting?

Tick ONE only

Food Business

Entertainment Venue

Environmentally Relevant Activity

Caravan Park/Relocatable Home Park

Flammable and Combustible Liquids

Higher Risk Personal Appearance Services

Footpath Dining

Waste Transport

3 What is the current Application or Permit reference number?

4 Premises address

NOTE: The official address of location where the activity will be carried out. The address is on the current approval for the activity.

 Postcode

5 Applicant's name Person requesting this Inspection Report

Mr Mrs Miss Ms Other

Last/Family name

First/Given name(s)

6 Are you making this request for a permit you already hold and there are no changes to the business details?

Yes **Go to 10**

No **Go to next question**

7 Applicant's address

 Postcode

8 Contact person's name If different from above

9 Business hours contact details

Phone number

Fax number

Mobile number

E-mail address

10 Are you the current Permit Holder?

Yes **Go to 12**

No Council is not able to issue an inspection report to any person without the consent/authorisation of the current permit holder/operator.

11 I authorise an inspection to be conducted on the premises/ activity and understand that an inspection report will be issued to the applicant.

Current Permit Holder's name *Individual/Organisation*

Name of Signatory *If operator is an Organisation*

Position *Proprietor, Director, Manager*

Signature

Date

12 Applicant's signature and date

Signature

Date

13 Completion checklist

Other supporting documentation required to be submitted is indicated in the relevant Information Guide or as advised by the Environmental Health Officer.

Tick ALL that apply

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Correct fee paid or enclosed

Signed by Current Permit Holder

Application lodgement options

By mail:

Return completed application to:

**Brisbane City Council
GPO BOX 1434
BRISBANE QLD 4001**

In person:

Applications can only be lodged at the Regional Business Centres.

For further information

Please contact Brisbane City Council on **133 BNE (133 263)** or visit Council's website at **www.brisbane.qld.gov.au**.