



# Health Premises Registration

Effective from July 2023 to June 2024

**File reference:**   
(Office Use Only)

## About this form

Use this form to register the operation of and provide details of the proprietor of a skin penetration premises, beauty and/or hair salon to Woollahra Municipal Council.

## Documentation

Council's Food & Health Officer may require proof of Place of Residence.

Please call our Customer Service Centre on (02) 9391 7000 for any assistance.

## Premises Proprietor's details

**Title:**

**Name of Proprietor:**  **ABN / ACN:**

**Address:**

**Phone:**  **Email:**

## Business details *(Provide the address of where the premises operates and other business related details)*

**Business name:**

**Business address:**

**Company name:**  **ABN / ACN:**

**Phone:**  **Email:**

**Contact:**  **Insurance Policy no:**   
(only if company)

## Activities proposed (tick all that apply)

- Skin penetration (including tattooing, piercing, needling, lancing, scarification, colonic irrigation, electrolysis etc)
- Manicure/Pedicure
- Hair removal (including waxing, threading, tweezing)
- Beauty treatments (including facials, baths, exfoliations, tinting etc)
- Hairdressing/barber
- Other (specify)

## Consent details

Details of approvals granted to operate, approved hours of operation.

*Note: You cannot carry on any business activity unless a valid development consent exists or existing use rights apply*

Development Consent no:

Hours of operation  
approved under  
Development Consent:

Opening hours:

Construction Certificate no:  
(New premises)

Description of sale activity  
that currently has  
Development Consent:

Diagram/plan of premises layout attached:  Yes  No

## Signatures

I confirm that the information provided in this form is true and correct and I acknowledge that the lodgement of this form does not authorise commencement of operations. Operations should not commence until a Food & Health Officer of Council has inspected the premises and confirmed the premises are compliant with all relevant legislation.

Name

Date

## Fees

Woollahra Council does not charge any fee for the registration of a health premises, however a valid development consent is required. Health Premises inspection fees are payable as and when inspections are carried out by Council's Food & Health Officer.

The inspection fee charge is \$104 for an inspection up to 30 minutes (including travelling) and \$199 per hour or part hour for any inspection over 30 minutes (including travelling).

## Privacy and conditions of use

For more information about Privacy & Personal Information Policy: [www.woollahra.nsw.gov.au/privacy](http://www.woollahra.nsw.gov.au/privacy).

## Lodgement details

**Who to contact:** The Food & Health Officer in the Compliance Department handling your registration and subsequent inspections.

*If you wish to discuss a proposal with Council's Food & Health Officer, it's essential that you arrange an appointment. We recommend that you consult with the Food & Health Officer before lodging this form.*

*If you need assistance in determining if a valid development consent exists for the property you should speak with Council's Customer Service staff and carry out a Development Application history check. Please note a fee is payable for this service.*

**Mail to:** Woollahra Municipal Council  
PO Box 61 Double Bay 1360

**In person:** Council Chambers  
536 New South Head Road  
Double Bay NSW 2028

**Email:** [records@woollahra.nsw.gov.au](mailto:records@woollahra.nsw.gov.au)

**Telephone:** (02) 9391 7000

**Website:** [www.woollahra.nsw.gov.au](http://www.woollahra.nsw.gov.au)

### Payment methods:

No payment is required when lodging this form.