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# Hairdressing/ Beauty/ Skin Penetration Business Registration form

*In accordance with the Public Health Act 2010*

## ABOUT THIS FORM

This form is to be used if you are a new business, taking over an existing business or change of details.

**Note:** Development consent may be required prior to undertaking any activities and submitting this form. Contact Council's Duty Planner on 4980 0115 to determine if development consent is required.

### PART A

### APPLICANT DETAILS

Name

Phone  Email

Address

Suburb  State  Postcode

### PART B

### BUSINESS DETAILS

New business     Taking over a hair/beauty/ skin penetration business     Change of details

Trading name  Effective date  /  /

Previous trading name

Business address

Suburb  State  Postcode

Phone  ABN

Business owner name(s)

Correspondence     Residential address     Business address     Other

### Procedures to be undertaken

- Hairdressing/ barber    Beauty therapy    Waxing    Manicure    Pedicure    Tattooing  
 Cosmetic tattooing    Piercing    Acupuncture/ dry needling    Colonic Lavage    Other:

## PART C

### DECLARATION AND SIGNATURE OF APPLICANT/S

I hereby make application to Council to operate a hairdressing/ beauty/ skin penetration business in the Port Stephens Local Government Area. I confirm that the above particulars are true and correct.

I understand that the business will be subject to regular health and hygiene inspections by Council's Environmental Health Officers.

Print name

Date

Signature

## PART D

### SUBMIT

Please return your completed and signed application to:

In person  
or by post:

116 Adelaide Street / PO Box 42  
Raymond Terrace NSW 2324

Email: [Enviro@portstephens.nsw.gov.au](mailto:Enviro@portstephens.nsw.gov.au)

### OFFICE USE ONLY

Received

File Number

Category

Inspection Frequency

No. FTE staff

### PRIVACY

Port Stephens Council is committed to protecting your privacy. We take all reasonable steps to comply with relevant legislation and Council policy.

**Purpose:** Port Stephens Council is collecting your business details in accordance with the *Public Health Act 2010*. Particulars are to be provided in order to register your hairdressing/ beauty/ skin penetration business with Council.

**Intended recipients:** Council staff and any persons wishing to inspect the application in accordance with the *Local Government Act 1993* and *Government Information (Public Access) Act 2009*.

**Supply:** Involuntary.

**Consequence of Non Provision:** The business will not be registered with Council for the purposes of the Public Health Act 2010.

**Storage and security:** This document will be placed on the relevant file and/or saved in Council's records management system in accordance with Council policy and relevant legislation.

**Access:** Please contact Council on 02 4988 0255 to enquire how you can access information.