

Schedule of Fees to Accompany Applications for Food Business

NOTE:

1. No fees apply for community, sporting and not-for-profit groups without a liquor licence.
2. Expedited service fee of \$174 apply for applications received between 3-10 working days before the approval is required. This fee will apply to applications from community, sporting and not-for-profit groups.
3. Administration fee of \$43.00 apply to process refund of surveillance/inspection and permit fees.

Applications received between 0-2 working days before the required approved will not be approved.

City of Kwinana fees for 2025/26 are as follows:

		Charge Code [Office Use]
Expedited service fee for applications received 3-10 working days before the before the approval is required.	\$174	HEXSFE
Administration fee – Charge to process refund of surveillance/inspection and permit fees.	\$43	HADFEE
Food Business Fees		
Notification to conduct a food business (where notification only applies)	\$87	PTFDNRCOM
Registration (includes notification fee)	\$87	FDBSREGE
High Risk Food Business – Premises/Vehicle with no Food Safety Plan	\$694	PTFDHIGHA
High Risk Food Business – Premises/Vehicle with an audited Food Safety Plan	\$521	PTFDHIGHB
Medium Risk Food Business – Premises/Vehicle	\$521	PTFDMEDA
Low Risk Food Business surveillance fee – Premises/Vehicle	\$174	PTFDLOWA
Very Low Risk Food Business surveillance fee – Premises/Vehicle (Surveillance fees are charged on a pro rata basis by the month after 30 September)	waived	
Medium and Low Risk Food Business – community, sporting, charitable and educational organisation without a liquor licence	waived	
Medium and Low Risk Food Business – community and sporting clubs with a liquor licence	\$174	PTFDANNUAL
Assessment fee for lodgement of construction and fit-out plan for a food business, retail pet meat or animal food processing plant.	\$260	FOOBBUSFIT
Assessment and advice to prospective purchasers and proponents establishing, amending or altering food businesses prior to lodgement of formal application for approval	\$174	PTFDAA
Multiple site visits made by a Food Act Authorised Officer	\$174	HIPMSAD

		Charge Code [Office Use]
Health and Food Act – Re-issue, replacement or issue amended Certificates of Licence, registration, transfer, variation or other approval documentation	\$43	HREISSUE
Verification of Food Safety Programs required by Food Standards Code	\$174	HVFSP
Search for any Food Business notification, application or related Notices, Prohibition Notices, sample analysis reports, determinations or the like	\$42	[330]
Legislative reports - desktop review without inspection	\$87	HLGCERT
Legislative reports - desktop review with inspection (per hour or part thereof)	\$260	HLTHENQUIN
Outdoor Dining:		
Initial application or variation Dining area public land with plans & specifications	no fee	
Outdoor Dining area on public land Annual Renewal fee application	no fee	
Outdoor Eating area fee per M ² – introductory charge for Alfresco dining	no fee	
Transfer application for outdoor dining area on public land	no fee	
Cleaning fee for outdoor eating area up to 30 sq metres & part there-of for non-compliance of cleaning (per incident)	Actual Cost	HACLEAN
Provision of Alfresco area boundary delineators (per disk)	no fee	
Liquor Licensing:		
Liquor Act Certification – Section 39 (Health)	\$174	PTCERT39
Food and Water Sampling:		
Water sampling – Bacteriological analysis	\$174	HWSBAC
Water sampling – Chemical analysis	\$521	HWSCHEM
Food samples analysis on request – minimum charge \$3335	+ cost of analysis \$ Quote	HANAF
per sample as quoted by the laboratory + + admin fee of 30% of the cost (depending on number of analytical units used by Analyst)		
Water samples on request – minimum charge \$168 per hour + cost of analysis per sample as quoted by the laboratory + admin fee of 30% of the cost	\$ Quote	HWSOTH