

# Notification Form for Hairdressing Premises

## Note:

1. Fees to be paid upon application (please do not email credit card details) fee increase may apply on 1 July each financial year
2. Expedited service fee of \$156 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. Submitting this application does not automatically result in an approval.
4. Please allow 14 business days processing time.
5. Completed form to be emailed to: [health@kwinana.wa.gov.au](mailto:health@kwinana.wa.gov.au)

**Inspection Fee: \$156(No GST)** (fee type code 85)

## Applicants Details

Name of Applicant:		
Residential Address:		
Phone:	Mobile:	Email:
Preferred Method of Contact:		

## Business Details

Name of Business:		ABN:	
Business Address:			
Phone:	Mobile:	Email:	
Type of Business:	Home occupation	Mobile	Commercial
Type of Activities:	Hairdressing	Shaving (eg use of cut-throat razor/disposable razors)	
Other Activities			
Number of Staff:	Qualifications/Training:		

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*The City of Kwinana is a Small Business Friendly Council and has a range of opportunities to support local small business. Please indicate if you would like to opt out of news and information about small business initiatives in the City of Kwinana*

**Please Note:**

Approval is required from the City's Health Team in order to conduct a hairdressing business. An Environmental Health Officer will assess your application to determine if your proposed premises are suitable for the use of a hairdressing business.

**Your application to must include the following details for all the activities to be undertaken:**

1. Plans to a scale of 1:50 detailing floor, wall and ceiling finishes for both the procedure and workspace areas, and shelves, fittings and other furniture in the procedure areas.
2. A 'Health Services Hairdressing Notification Form' outlining the contact details and activities to be undertaken.
3. Hands-free hand wash basin and sink details in both procedure and workspace preparation areas.
4. A detailed cleaning and maintenance schedule.
5. Proposed disinfection and sterilisation techniques.
6. Staff sanitary facilities.
7. Proposed laundry facilities.

**Legislation:**

The proposed premises is required to comply with the following legislation:-

- Hairdressing Establishment Regulations 1972.  
[https://www.legislation.wa.gov.au/legislation/statutes.nsf/main\\_mrtitle\\_1535\\_homepage.html](https://www.legislation.wa.gov.au/legislation/statutes.nsf/main_mrtitle_1535_homepage.html)