

GUIDELINE: Requirements for Manual Health License

Applications

1. RETAIL VILLAGE:

- **Business Registration Certificate**
- **TIN Letter**
- **OHS Certificate or Report**
- **Consent Letter from the TURAGA NI KORO**
- **Consent/Support Letter from the ROKO**
- **National Fire Authority Certificate or Report (required if the applicant sells flammable goods such as kerosene or gas cylinders).**
- **25th Schedule (Signed and Stamped by relevant Council or Health Office)**
- **Inspection Report from Relevant Council or Health Office.(New Applications)**

2. MOBILE OR TEMPORARY SMALL SCALE CATERING (HAWKERS):

- **Business Registration Certificate**
- **TIN Letter**
- **Inspection Report from Relevant Council or Health Office (Preparation Area).**
- **25th Schedule (Signed and Stamped by relevant Council or Health Office)**

3. MOBILE OR TEMPORARY SMALL SCALE CATERING (CART)

- **Business Registration Certificate**

- **TIN Letter**
- **Consent Letter from Fiji Roads Authority**
- **Inspection Report from Relevant Council or Health Office (new applications)**
- **25th Schedule (Signed and Stamped by relevant Council or Health Office)**

4. MARKET PLACE STALLS:

- **Business Registration Certificate**
- **TIN Letter**
- **Consent Letter from the Market Master**
- **25th Schedule (Signed and Stamped by relevant Council or Health Office)**

5. MARKET KIOSK (STRUCTURED)

- **Business Registration Certificate**
- **Company TIN Letter**
- **OHS Certificate or Report**
- **National Fire Authority Certificate Or Report**
- **Consent Letter from the Market Master**
- **Inspection Report from Relevant Council or Health Office (new applications)**
- **25th Schedule (Signed and Stamped by relevant Council or Health Office)**

For any clarification please contact the Food Unit on 3215190.