



# Application to register a Lodging House

## LODGING HOUSE DETAILS

Name .....

Address.....

Post Code .....

Phone .....

## KEEPERS (OWNER) DETAILS

Company Name .....

Contact Person .....

Residential Address..... Post Code.....

Preferred Mailing Address..... Post Code.....

Phone (Work).....(Home)..... (Mobile).....

E-Mail .....

Signature ..... Date.....

## MANAGERS DETAILS (IF KEEPER RESIDES ELSEWHERE)

Name .....

Residential Address..... Post Code.....

Phone (Work).....(Home)..... (Mobile).....

E-Mail.....

Signature ..... Date.....

## TYPE OF LODGING HOUSE

Lodging House

Short Term Hostel

Serviced Apartments

Recreational Campsite

## ADDITIONAL DETAILS

(a) Lodger's meals will be provided by:  Manager  Keeper  Lodgers

(b) The keeper (please circle) will / will not reside continuously on the premises.

(c) There will be ..... family members residing on the premises with the keeper/manager.

**LAUNDRY FACILITIES**

	Number
Washing Machines (domestic or commercial)	.....
Wash Troughs	.....
Clothes dryers and clothes lines	.....

**ROOM DETAILS**

	Number	Floor Area
Number or storeys	.....	.....
Toilet pans in sleeping room	.....	N/A.....
Bedrooms/dormitory/sleeping room	.....	.....
Dining Rooms	.....	.....
Kitchens	.....	.....
Sitting Rooms	.....	.....
Other (please specify)	.....	.....

**SANITARY CONVENIENCES (COMMUNAL)**

	Male	Female
Toilet pans	.....	.....
Urinals	.....	N/A
Baths	.....	.....
Showers	.....	.....
Hand Wash Basins	.....	.....

**CHECKLIST**

- Have you attached your floor plans (1:100)?
- Have you attached a copy of the Business Registration issued by the Australian Securities & Investment Commission (ASIC)?

**Collection Notice**

The City of Fremantle collects the personal information you provide for the purpose of responding to your enquiry or request, and to carry out related local government functions. Your information may be shared with authorised City officers or contractors where necessary to process your request, but will not otherwise be disclosed unless required or authorised by law.

**By contacting the City you agree to the collection of this information in accordance with the Council Privacy Policy.**

For more information, including the option to remain anonymous, please see our [Privacy Statement and Policy](#) or contact us at [governance@fremantle.wa.gov.au](mailto:governance@fremantle.wa.gov.au).

**PAYMENT INFORMATION**

**Cheques made payable to “City of Fremantle”**  
Payment can be made by the following options:

**BY MAIL:**  
Environmental Health Services  
City of Fremantle  
PO Box 807, FREMANTLE WA 6959

**IN PERSON:**  
Cashier  
City of Fremantle  
151 High St, FREMANTLE WA 6160

**Enquiries: Environmental Health Services – 9432 9999 or [health@fremantle.wa.gov.au](mailto:health@fremantle.wa.gov.au)**

OFFICE USE ONLY		
<b>Application ID:</b>		<b>Date:</b>
<b>Charge:</b> Register a Lodging House	<b>As Per City’s Fees &amp; Charges</b>	<b>Receipt Number:</b>