



Victorian Pharmacy Authority

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Carlton Vic 3053

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Form VP36a

NOTIFICATION OF COMPLETION OF NEW PHARMACY DEPOT PREMISES and PAYMENT OF REGISTRATION FEE

Complete and lodge this form to obtain Conditional Registration of your new pharmacy depot premises.

You must have Conditional Registration **BEFORE** you stock the new depot premises with scheduled medicines and **BEFORE** you open the depot for business.

The Authority will use your form as the basis of its decision to grant or refuse Conditional Registration.

It is an offence under the Pharmacy Regulation Act 2010 to obtain registration of premises by fraud or false representation, or false declaration.

Business name and address of depot premises:

.....
.....
.....P/code.....

Depot Telephone number Depot Fax number

Depot Email

Declaration by Proprietor or Pharmacist appointed to be regularly and usually in charge

I declare that the above mentioned premises were completed according to the plans, specifications and information contained in the application on:

Insert date of completion

.....
Name **Reg No** **Position**

.....
Signature

ANNUAL REGISTRATION FEE PAYMENT

Prorata annual registration in accordance with the fee schedule below.

Fee Schedule for the period 1 May 2020 to 30 April 2021

Notification date	Pro-rata registration fee
1 July to 30 September	\$75.00 (full fee)
1 October to 31 December	\$56.25
1 January to 30 March	\$37.50
1 April to 30 June	\$18.75

Please go to the Victorian Pharmacy Authority website www.pharmacy.vic.gov.au to pay the relevant fee under “**Forms/payments**”.

To lodge this notification of completion form by email or post, print the receipt and attach it to this form.

Note:

This form will not be processed without the receipt of the payment.

Personal information on these forms is collected for the primary purpose of administering the Pharmacy Regulation Act 2010. Personal information will not be disclosed to any other person or agency unless you have given us permission, or we are required or authorised by law. For further information on collection and disclosure of personal information by the Authority, or how to request access or correction to your personal information, please refer to the Authority's Privacy Collection Notice and Privacy Policy.