



Victorian Pharmacy Authority

ABN 77 875 845 822

Level 8, 369 Royal Parade Parkville VIC 3052

Tel: 03 9653 1700

Email: enquiries@pharmacy.vic.gov.au

Form
VP40a

May 2026

**NOTIFICATION OF COMMENCEMENT OF A NEW PHARMACY
DEPARTMENT & PAYMENT OF LICENCE FEE**

NOTIFICATION OF COMMENCEMENT

Name of owner Contact email.....

Commenced the pharmacy department at:

Hospital name.....

Street Address.....

Suburb..... **Postcode**.....

Email.....

on (insert date of commencement of new ownership): / /

Name of the Pharmacist in charge of day to day operations of the pharmacy department:

.....Registration No.....

Signed.....

Signature:

Date:

ANNUAL LICENCE FEE PAYMENT

Pro-rata annual licence in accordance with the fee schedule for period **1 May 2026 to 30 April 2027**

Notification date	Pro-rata Licence fee
1 July to 30 September	\$585.00 (full fee)
1 October to 31 December	\$438.75
1 January to 31 March	\$292.50
1 April to 30 June	\$146.25

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 commencement 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.

Send to: VICTORIAN PHARMACY AUTHORITY

Level 8, 369 Royal Parade Parkville VIC 3052 or Email enquiries@pharmacy.vic.gov.au

website – www.pharmacy.vic.gov.au