

APPLICATION FOR THE REGISTRATION OF A FOOD BUSINESS ESTABLISHMENT

[EC Regulations 852/2004 Article 6 (2)]

This form should be completed by food business operators in respect of new food business establishments and submitted to the relevant food authority **28 days before commencing food operations**. On the basis of the activities carried out, certain food business establishments are required to be approved rather than registered. If you are unsure whether any aspect of your food operations would require your establishment to be approved, please contact Herefordshire Council for guidance.

1. Address of Establishment: _____
(or address at which moveable establishment is kept)

_____ Post Code: _____

2. Trading Name of Food Business: _____ Telephone No.: _____

3. Full Name of Food Business Operator: _____
(or Limited Company where relevant)

4. Head Office Address of Food Business Operator: _____
(where different from address of establishment):

_____ Post Code: _____

Telephone No.: _____ E-mail: _____

5. Type of food business (Please tick ALL the boxes that apply):

Staff restaurant/canteen/kitchen	<input type="checkbox"/>	Hospital/residential home/school	<input type="checkbox"/>
Retailer (including farm shop)	<input type="checkbox"/>	Distribution/warehousing	<input type="checkbox"/>
Restaurant/café/snack bar	<input type="checkbox"/>	Food manufacturing/processing	<input type="checkbox"/>
Market/ Market stall	<input type="checkbox"/>	Importer	<input type="checkbox"/>
Takeaway	<input type="checkbox"/>	Catering	<input type="checkbox"/>
Hotel/pub/guest house	<input type="checkbox"/>	Packer	<input type="checkbox"/>
Private house used for a food business	<input type="checkbox"/>	Moveable establishment e.g. ice cream van	<input type="checkbox"/>
Wholesale/cash and carry	<input type="checkbox"/>	Primary producer – livestock	<input type="checkbox"/>
Food Broker	<input type="checkbox"/>	Primary producer – arable	<input type="checkbox"/>

Other (please give details): _____

6. If this is a new business, the date you intend to open: _____

Signature of Food Business Operator _____

Date: _____

Name: _____

(BLOCK CAPITALS)

AFTER THIS FORM HAS BEEN SUBMITTED, FOOD BUSINESS OPERATORS MUST NOTIFY ANY CHANGES TO THE ACTIVITIES STATED ABOVE (INCLUDING CLOSURE) TO HEREFORDSHIRE COUNCIL AND SHOULD DO SO WITHIN 28 DAYS OF THE CHANGE(S) HAPPENING.

The completed form should be sent to:

Herefordshire Council, Environmental Health & Trading Standards, PO Box 233, County Offices, Bath Street, Hereford HR1 2ZF

