

Application for Registration

Food Business Establishment

Regulation (EC) No. 852/2004 on the Hygiene of Foodstuffs, Article 6(2)

This form should be completed by food business operators in respect of new food business establishments and submitted to Reigate and Banstead Borough Council 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 Environmental Health Services for guidance on 01737 276417 or email food.safety@reigate-banstead.gov.uk

1. Address of establishment (or address at which moveable/mobile establishment is kept):

.....

..... Postcode:

2. Name of food business (trading name):

..... Tel.No:

3. Full Name of Food Business Operator:
(Ltd. Co. Name if applicable or proprietor)

4. Home address of Food Business Operator or Registered Office Address if Ltd. Co:

.....

..... Postcode:

Tel.No: Email:

Company No. if Ltd. Co:

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

- | | | | |
|--|--------------------------|----------------------------------|--------------------------|
| Takeaway | <input type="checkbox"/> | Wholesale/cash and carry | <input type="checkbox"/> |
| Restaurant/cafe/snack bar | <input type="checkbox"/> | Distribution/warehousing | <input type="checkbox"/> |
| Catering | <input type="checkbox"/> | Market/Market stall | <input type="checkbox"/> |
| Staff restaurant/canteen/kitchen | <input type="checkbox"/> | Seasonal Slaughter | <input type="checkbox"/> |
| Hotel/pub/guest house | <input type="checkbox"/> | Hospital/residential home/school | <input type="checkbox"/> |
| Retailer/Farm Shop | <input type="checkbox"/> | Food Broker | <input type="checkbox"/> |
| Private house used for a food business | <input type="checkbox"/> | Primary producer - livestock | <input type="checkbox"/> |
| Moveable establish. e.g. ice cream van | <input type="checkbox"/> | Primary producer - arable | <input type="checkbox"/> |
| Food manufacturing/processing | <input type="checkbox"/> | Other (please give details): | <input type="checkbox"/> |
| Packer | <input type="checkbox"/> | | |
| Importer | <input type="checkbox"/> | | |

6. Type of Business:

Sole Trader

Partnership
(If Partnership, please name all Partners below*)

Limited Company

Other (please give details):

.....

*Names of Partners:

.....

7. Do you have any vehicles or stalls kept at, or used from, the food business establishment and used for the purposes of preparing, selling or transporting food?

Yes No

8. Full name of manager (if different from operator):

9. If this is a new business, date you intend to open:

10. Number of people engaged in food business [count all part-time workers, 25 hours per week or less as one half]:

1 2-4 5-9 10-19 20-49 >50 Unknown

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 TO ENVIRONMENTAL HEALTH SERVICES AND SHOULD DO SO WITHIN 28 DAYS OF THE CHANGE(S) HAPPENING.

**Please return this form to:
Environmental Health Services, Reigate & Banstead Borough Council,
Town Hall, Castlefield Road, Reigate, Surrey RH2 0SH**