APPLICATION FOR THE REGISTRATION OF A FOOD BUSINESS ESTABLISHMENT

RUSHMOOR BOROUGH COUNCIL

(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 Rushmoor 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 Rushmoor Borough 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(s)**_____
(or limited company where relevant)

4. **Head Office address of Food Business Operator(s)** _____
(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	□	Hospital/residential home/school	□
Retailer (including farm shop)	□	Distribution/warehousing	□
Restaurant/café/snack bar	□	Food manufacturing/processing	□
Market/ Market stall	□	Importer	□
Takeaway	□	Catering	□
Hotel/pub/guest house	□	Packer	□
Private house used for a food business	□	Moveable establishment e.g. ice cream van	□
Wholesale/cash and carry	□	Primary producer - livestock	□
Food Broker	□	Primary producer - arable	□

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)

This form should be returned to: Principal Food Safety Officer, Environmental Health Services, Rushmoor Borough Council, Council Offices, Farnborough Road, Farnborough, Hampshire, GU14 7JU.
Telephone: 01252 398398 for further information on food safety or the completion of this form.
www.rushmoor.gov.uk

After this form has been submitted, food business operators must notify any significant change in activities to the activities stated above (including closure) to the food authority and should do so within 28 days of the change(s) happening.