

## **APPLICATION FOR THE REGISTRATION OF A 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 received by the relevant Food Authority **28 days** before commencing food operations. Certain food business establishments are required to be **approved** rather than registered. If you are unsure if you require approval please contact Hertsmere Borough Council.

1. Address of establishment: \_\_\_\_\_  
(Or address at which moveable establishment is kept overnight)

Post code: \_\_\_\_\_

2. Trading name of food business: \_\_\_\_\_

Contact number(s): \_\_\_\_\_ Email: \_\_\_\_\_

3. Full name of food business operator(s) \_\_\_\_\_  
(Or Limited Company where relevant)

4. Home / Head Office / Registered address (please circle as appropriate) of food business operator:  
(If different from address of establishment)

Post code \_\_\_\_\_ Contact Number: \_\_\_\_\_ Email \_\_\_\_\_

5. Type of food activity (please tick ALL 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 / Public House / 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	

Please give a brief description of the business activities: \_\_\_\_\_

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

Signature of food business operator \_\_\_\_\_ Print name: \_\_\_\_\_  
(Block Capitals)

Date \_\_\_\_\_

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

Office use only:

FHRS scope – excluded / included / exempt / sensitive / column 5/ included & private/ exempt & private/ awaiting inspection /awaiting inspection & private  
Main Activity: \_\_\_\_\_