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**ENVIRONMENTAL HEALTH NOTIFICATION FORM**

Please read in conjunction with the guidance note provided and complete the form in full.

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| 1. Name of Market/Pitch Details |  |
| 2. Type of receptacle (Vehicle/trailer/pop up/marquee, etc). |  |
| 3. Name of food business.    Local Authority that your food business registered with.  Date of your last inspection.  Food Hygiene Rating Score. |  |
| 4. List electrical equipment and gas appliances that will be on site and type of generator that will be used.  Dates of the latest inspections (Gas Safe inspections, PAT certification). |  |
| 5. Level and date of food hygiene training for those staff on site. |  |
| 6. List menu items. |  |
| 7. Method of food production. In addition to your HACCP please provide the following details for this particular event:   * how the food is prepared/stored before transit * transportation * storage on site * preparation on site * cooking/reheating * hot/cold holding * serving of food   Please give details of the controls you have in place (e.g. maintaining the cold chain, temperature control, cross contamination control, cleaning, etc.)  **Allergens** – List allergens that are present in your food. |  |
| 8. Details of provision of potable (drinking) water. |  |
| 9. Details of hand washing facilities.  (If handling open food, running hot and cold water, which should be easy to use, must be provided.) |  |
| 10. List the hazards you have risk assessed for this operation. |  |
| 11. List the type and size of the fire safety equipment. |  |
| 12.Operational Management Plan - if proposing mixed use, address how this will work operationally. |  |

**DOCUMENTATION**

Please note that all documentation referred to above should be present on the pitch/kiosk, so it is available for inspection at any time.