**Food Businesses at Events Notification Form**

**Policy for Mobile Food Traders at Events/Markets**

Due to their transient nature, mobile food traders may be of concern both in terms of Food Safety and Health and Safety. To ensure as far as reasonably practicable that the public attending organised events are not unduly put at risk, controls must be implemented by event organisers to ensure food businesses attending events are safe.

For Torbay Council Supported events there is greater control of traders in that the Local Authority has the ability to deny the use of the site to traders/organisers not adhering to this policy.

For Torbay Council Supported Events the following shall apply:

* All traders must be registered as a food business
* All traders must have a Food Hygiene Rating Scheme rating of 3\* or more.
* All traders must provide details of Public Liability Insurance
* Where applicable all traders must provide a valid gas safety certificate.
* Details of Food Businesses attending the event must be submitted to the Commercial Team no later than 14 days prior to any event.
* New Businesses (unrated, and registered in Torbay) may, at the discretion of Torbay Councils Commercial Team be permitted to attend events for the purpose of inspection to obtain a Food Hygiene Rating.

For Private events the following should apply:

* All traders must be registered as a food business
* All traders must provide details of Public Liability Insurance
* Where applicable all traders must provide a valid gas safety certificate.
* Details of Food Businesses attending the event must be submitted to the Commercial Team no later than 14 days prior to any event.

Please complete the following information in full to assist Torbay Council in assessing your notification.

|  |  |
| --- | --- |
| **Name of Event** | **Date of Event** |
|  |  |

|  |  |
| --- | --- |
| **Name of Business** |  |
| **Address of Business** |  |
| **Name of Food Business Operator** |  |
| **Contact Telephone Number** |  |
| **Contact Email Address** |  |
| **Local Authority where business is registered** |  |

**What is your current Rating under the National Food Hygiene Rating Scheme?**

**0 1 2 3 4 5 n/a**

|  |  |
| --- | --- |
| **When was your business last inspected by your Local Authority?** |  |
| **What are the main types of food you will be providing at the event?**  *e.g. we provide sausages and burgers from a BBQ* |  |
| What facilities will you be providing for the hygienic cleaning of hands? |  |
| Will you be keeping food cold/frozen on site? | **Yes/No** |
| How will this be achieved? |  |
| Will you be keeping food hot on site? | **Yes/No** |
| How long will food be kept hot for? |  |
| How will food be kept hot? |  |
| What provision has been made for the disposal of refuse and waste water? |  |
| What information do you provide to customers regarding food allergies? |  |

We are committed to reduce our environmental impact and ask that careful consideration to the use of all plastics and non-recyclable materials is taken and that every effort is made to recycle all recyclable materials whilst you are trading on Torbay Council land. We may request a further climate emergency statement from any food business if we deem necessary.

**Please return this form to: or Email:**

**Food Safety Team Food.Safety@Torbay.gov.uk**

**c/o Torbay Council**

**Town Hall**

**Castle Circus**

**Torquay**

**TQ1 3DR**