

Appendix L

Food Hygiene Declaration - *additional pages*

Event Name	
Event Date(s)	
Event Organiser	
Date Appendix Completed	

This declaration is required to be fully completed by all caterers who want to trade within the City of Southend:

- who are not participating in the Food Standard Agencies Food Hygiene Rating Scheme or;
- where the Food Hygiene Rating Scheme Certificate is not able to be produced or;
- are participating in the Food Standard Agencies Food Hygiene Rating Scheme but have only achieved a rating of 3

Before completing this form please see the advice notes on page 36 of the Event Management Plan (EMP)

1	Please confirm your Trading Name:	
1a	Please confirm the address of operator:	
2	Please confirm with which local authority you have registered your food business:	
3	Please confirm the name of the Event at which you intend to trade:	
3a	Please confirm the dates when you intend to trade at the above event:	From: To:
4	What is the date of your last full routine food hygiene inspection report?	

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5	Do you have a documented food safety management system that will be available whenever you trade?	
6	Who is responsible for the proper operation of your food safety management system?	
7	Please list the names of people likely to work at your business during this event:	
8	Will you trade in foods requiring refrigeration?	
8a	Please specify what refrigeration storage facilities will you use?	
9	Please confirm what type of thermometers you have and use for foods requiring cooking and/or refrigeration:	
10	Please confirm what hand washing facilities you will provide:	

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10a	Please confirm how you will provide an adequate supply of hot water:
11	Have you checked that the foods you will sell comply with the Food Information Regulations 2014?
12	Have you carried out a Health & Safety risk assessment?

Print Name:

Date:

*Signature:

*By signing this declaration you as the food operator confirm that you and those working at your business will ensure compliance with all food hygiene requirements while trading within the city of Southend on Sea.