

## Food Hygiene Rating Scheme : Request for a Re-visit

### Notes for businesses

- As the food business operator of the establishment you have a right to request a re-visit for the purposes of re-rating if you have taken action to rectify the non-compliances identified at the time of inspection.
- You can make your request for a re-visit at any time after the statutory inspection provided that you have made the required improvements.
- You must provide details of the improvements made with your request, including supporting evidence where appropriate.
- There is a fee of £150 for each revisit request and payment is required before the revisit can be undertaken. Either send a cheque payable to Charnwood Borough Council or make a telephone payment using your credit or debit card, telephone 01509 634628. You can also make an online payment.
- If the local authority considers that you have provided sufficient evidence that the required improvements have been made, the local authority will make an unannounced visit. The re-visit will be carried out within 3 months of receipt of your application and payment.
- The local authority officer will give you a 'new' food hygiene rating based on the level of compliance that is found at the time of the re-visit - you should be aware that your rating could go up, down or remain the same.

To make a request for a revisit, please complete the form below and return it to the address at the bottom of the page, with your payment.

Food business operator/proprietor	<input type="text"/>		
Business name	<input type="text"/>		
Business addresses	<input type="text"/>		
Business tel no	<input type="text"/>	Business email	<input type="text"/>
Date of inspection	<input type="text"/>	Food hygiene rating given	<input type="text"/>

Please describe the remedial action you have taken with reference to the issues identified in the inspection letter/report provided to you by your local authority with your score:

Compliance with food hygiene and safety procedures	<input type="text"/>
Compliance with structural requirements	<input type="text"/>
Confidence in management/control procedures	<input type="text"/>

Please provide any other supplementary evidence (e.g. photographs, invoices, copies of relevant HACCP documentation etc.).

Signed	<input type="text"/>		
Name in capitals	<input type="text"/>		
Position	<input type="text"/>	Date	<input type="text"/>

Please now return this form to: Charnwood Borough Council; Food Hygiene & Safety, Southfields, Southfield Road, Loughborough, LE11 2TX OR Email: [env.health@charnwood.gov.uk](mailto:env.health@charnwood.gov.uk)