

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 £180 for each revisit request and payment is required before the revisit can be undertaken. To make a telephone payment using your credit or debit card, telephone 01509 634656. You can also make an online payment at https://www.charnwood.gov.uk/pages/request_a_re_visit
- 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.

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|-----------------------------------|----------------------|---------------------------|----------------------|
| 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:

| | |
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| 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

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