

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 request a re-visit at any time after a statutory inspection by the local authority provided that you have made the required improvements. Telford & Wrekin Council **charge £250** for this re-visit. As a charge is made, there is no limit on the number of requests you may make.
- ☐ You must provide details of the improvements made with your request, including supporting evidence where appropriate.
- ☐ As Telford & Wrekin charge for the re-visit, the stand-still period will not be applied and the re-visit will be carried out within three months of the receipt of your request and payment of the fee.
- ☐ The 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 use the form below and return it to the food safety officer from your local authority – contact details are provided with the written notification of your food hygiene rating.

Business details

Food business operator/proprietor	<input type="text"/>		
Business name	<input type="text"/>		
Business addresses	<input type="text"/>		
Business tel. number	<input type="text"/>	Business email	<input type="text"/>

Inspection details

Date of inspection	<input type="text"/>	Food hygiene rating given	<input type="text"/>
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Action taken

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

Compliance with structural requirements

Confidence in management/control procedures

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

Signature

Name in capitals

Position

Date

Please now upload this form to our Online Request Portal using the Food Business Operators Form at
<https://pp.telford.gov.uk/>