|  |  |  |
| --- | --- | --- |
| Food Hygiene Ratings logoFood Hygiene Rating Scheme:  Request for a re-visit | SCClogo | Food Standards Agency logo |

Flare Visit Reference:\_\_\_\_\_\_\_\_

**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.
* **There will be a charge of £150.00 for cost recovery for each re-visit carried out at your request.**
* You can request a re-visit with a view to obtaining a new and higher food hygiene rating at any time after the statutory inspection provided that you have made the required improvements. There is no limit on the number of requests for revisits that you may wish to make.
* You must provide the £150.00 payment and details of the improvements made for each re-visit request, including supporting evidence where appropriate, before a re-visit is made.
* 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 within three months of receipt of the request 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 and return this form to the address below. If your application is accepted we will contact you to arrange the payment which will usually be by card over the telephone.

## Business details

|  |  |
| --- | --- |
| Food business operator/proprietor |  |

|  |  |
| --- | --- |
| Business name |  |

|  |  |
| --- | --- |
| Business addresses |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Business tel. number |  | Business email |  |

## Inspection details

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Date of inspection | | | |  | Food hygiene rating given |  | |
| 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 return to: Food Team, 5th Floor (North), Howden House, Union Street, Sheffield, S1 2SH**