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

## 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 usually make one request for a re-visit per each planned statutory inspection by the local authority and you can make this at any time after the statutory inspection provided that you have made the required improvements. **There is a charge of £160 for a re-visit (see notes below\*).** There is no limit on the number of requests you may make providing you make payment for each additional revisit.
* You must provide details of the improvements made with your request, including supporting evidence where appropriate.
* If the local authority considers that you have provided sufficient evidence that the required improvements have been made, , they will make an unannounced visit. The re-visit will be carried out within three months of the receipt of your request and payment of the fee.
* 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 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 |  |

|  |  |
| --- | --- |
| 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 now return this form to

Environmental Health Group Leader

Public Protection

Environmental Health

Quadrant East – 1st Floor

Silverlink North

Cobalt Business Park

North Tyneside

NE27 0BY

**Payment can be made by debit or credit card, by contacting the Environmental Health Admin Team on 0191 6436100.**