



THE ROYAL BOROUGH OF  
KENSINGTON  
AND CHELSEA

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### APPLICATION FOR THE REGISTRATION OF A FOOD BUSINESS ESTABLISHMENT

(Regulation (EC) No. 852/2004 on the hygiene of foodstuffs, Article 6(2))

This form should be completed by food business operators in respect of new food business establishments and received by the relevant Food Authority 28 days before commencing food operations. On the basis of the activities carried out, certain food business establishments are required to be **approved** rather than **registered**. If you are unsure whether any aspect of your food operations would require your establishment to be approved, please contact [insert name of Food Authority] for guidance.

1. **Address of establishment** \_\_\_\_\_  
(or address at which moveable establishment is kept) \_\_\_\_\_ **Post code** \_\_\_\_\_

2. **Trading name of food business** \_\_\_\_\_ **Telephone no.** \_\_\_\_\_

3. **Full Name of food business operator(s)** \_\_\_\_\_  
(or Limited company where relevant) \_\_\_\_\_

4. **Head Office address of food business operator** \_\_\_\_\_  
(where different from address of establishment) \_\_\_\_\_ **Post code** \_\_\_\_\_

**Telephone no.** \_\_\_\_\_ **E-mail** \_\_\_\_\_

5. **Type of food activity** (Please tick ALL the boxes that apply):

Staff restaurant/canteen/kitchen	<input type="checkbox"/>	Hospital/residential home/school	<input type="checkbox"/>
Retailer (including farm shop)	<input type="checkbox"/>	Distribution/warehousing	<input type="checkbox"/>
Restaurant/café/snack bar	<input type="checkbox"/>	Food manufacturing/processing	<input type="checkbox"/>
Market/ Market stall	<input type="checkbox"/>	Importer	<input type="checkbox"/>
Takeaway	<input type="checkbox"/>	Catering	<input type="checkbox"/>
Hotel/pub/guest house	<input type="checkbox"/>	Packer	<input type="checkbox"/>
Private house used for a food business	<input type="checkbox"/>	Moveable establishment e.g. ice cream van	<input type="checkbox"/>
Wholesale/cash and carry	<input type="checkbox"/>	Primary producer - livestock	<input type="checkbox"/>
Food Broker	<input type="checkbox"/>	Primary producer - arable	<input type="checkbox"/>

Other (please give details):  
\_\_\_\_\_  
\_\_\_\_\_

6. **If this is a new business, the date you intend to open** \_\_\_\_\_

**Signature of food business operator** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_  
(BLOCK CAPITALS)

The completed form should be sent to:  
Directorate of Environmental Health, The Royal Borough of  
Kensington and Chelsea, Town Hall, Hornton Street, W8 7NX

**AFTER THIS FORM HAS BEEN SUBMITTED,  
FOOD BUSINESS OPERATORS MUST  
NOTIFY ANY SIGNIFICANT CHANGE IN  
ACTIVITIES TO THE ACTIVITIES STATED  
ABOVE (INCLUDING CLOSURE) TO THE  
FOOD AUTHORITY AND SHOULD DO SO  
WITHIN 28 DAYS OF THE CHANGE(S)  
HAPPENING.**