

# Bolton Council

## A GUIDE FOR MOBILE STREET TRADERS



# INTRODUCTION

This guide has been prepared by the Greater Manchester Food Liaison Group. The guide is intended to provide information to mobile traders selling hot food, burgers, ice cream etc. on standards of food hygiene and safety. **It is not a legal document.**

Less strict standards will apply to low risk operations such as the sale of fruit and vegetables or pre-packed groceries.

Compliance with the guide, or suitable alternative methods approved by your Food Safety Officer, will be expected of any mobile food traders applying for a Street Trading Consent or Licence from Bolton Council.

## **Street Trading Consent or Licence**

Under the Local Government (Miscellaneous Provisions) Act 1982 the Council operates a street trading consent scheme and also has a number of licensed street trading pitches

Before trading you must obtain the appropriate consent or licence. Further information, application forms and details of current fees can be obtained from:

Please check with the Licensing Team on suitable areas for trading.

Telephone: 01204 336584  
Email: [licensing.unit@bolton.gov.uk](mailto:licensing.unit@bolton.gov.uk)

It is important to seek as much business advice as possible before making any final commitment to go into business. It is worth contacting major banks for business advice.

## **Food Premises Registration**

In addition to your street trading consent or licence your food business will need to be registered with the local authority where your vehicle or stall is normally stored. There is no charge for registration. An application form is included at the end of this guide.

Registration is free of charge and if you require to be registered the local authority cannot refuse to register you. Registration ensures that the local authority is aware of your business so that they may offer advice and carry out inspections as necessary. Whether registered or not, your food stall or vehicle will be subject to inspection on a regular basis by food enforcement officers from the local authority Food Control Unit.

## **FOOD SAFETY**

### **Vehicles/Mobile Sales Units**

Vehicles which sell food must be of a type which is suitable for use as a catering or food sales unit. Purpose made vehicles are preferred. Vehicles must be of an adequate size to allow

food to be prepared hygienically. Ideally the cab should be separate from the food area. Where this is not possible, it must be constructed so that it can be cleaned easily.

Where food is sold from stalls or barrows they must be constructed so they are easy to clean and so that food is protected from risk of contamination from passing traffic and the public.

## **Construction**

The important thing is to make cleaning as easy as possible.

Floors should be covered with non-slip impervious material. The edges should be sealed and ideally covered to make cleaning easy. Ensure all floor coverings are securely fastened down, with no edges or lips to cause a tripping hazard.

The flooring should be made from a material that remains slip resistant when wet. Never place cardboard boxes on the floor when wet, this causes a trip hazard.

Walls, ceilings and doors must be smooth, washable and easy to clean. Joints must be sealed and kept to a minimum. Suitable surfaces are stainless steel, plastic sheet materials, gloss paint etc. A heat resistant, easy to clean surface such as stainless steel will be required near to cooking equipment.



As far as possible, all internal structures must be free of ledges and projections to avoid dirt traps. Joints between work surfaces could be a dirt trap and should be properly sealed. It is recommended that the junctions between preparation surfaces and walls are sealed with a suitable silicone sealant.

## **Work Surfaces, Storage Units, Equipment etc.**

All working surfaces, cupboard areas and shelving must be capable of being easily cleaned. Suitable preparation surfaces are stainless steel and laminated plastic. Cupboards and storage units should preferably be finished with a laminated surface. Gloss painted or varnished timber is acceptable but is less durable.

Cooking equipment should be maintained in a clean hygienic condition at all times and all combustible materials adjacent or above the equipment must be properly fireproofed.

All equipment must be in good condition and capable of being easily cleaned. Catering grade equipment is recommended. Equipment must be secured but access should be provided for cleaning beneath and behind.

## **TEMPERATURE CONTROL OF FOOD**

### **Storage**

Traders must be aware that the Food Hygiene (England) Regulations 2006 require food businesses to make sure that the food they sell is safe and that it is kept at the correct temperature.

Where “high risk” foods such as cooked meats, cheese, cream or milk are sold, a suitable refrigerator of adequate size should be provided to maintain such foods at low temperatures (Ideally 0°C to 5°C). In very limited circumstances the use of cool boxes and freezer packs is acceptable for storing food for short periods. However, frequent opening and closing allows temperatures to rise so their effective use is limited. The Food Control Unit can advise on this.

In the case of fish, ice should be provided for keeping the temperature down to 5°C or below. Food must not be displayed in direct sunlight as it will increase the temperature of the food.



Suitable thermometers should be provided in all fridges and freezers so that temperatures can be checked daily.

Effective separation must be maintained between raw and cooked foods to prevent cross-contamination of food poisoning bacteria. Separate refrigerator accommodation should be considered for raw and cooked foods. Food which is not pre-packed must be protected from the risk of contamination by keeping in suitable lidded containers or covering with food wrap.

Freezers should operate at -18°C or colder.

## **Cooking**

It is important that food such as burgers and sausages are cooked thoroughly to temperatures above 75°C. In particular, burgers must be cooked until the juices run clear and there are no pink bits inside.

Where possible it is safer to cook food freshly and serve it immediately. However, if food is to be kept hot for any period of time a bain-marie or other equipment must be provided which will keep the food above 63°C.



A suitable probe thermometer should be kept in the vehicle and regular temperature checks carried out to ensure that correct temperatures are maintained, e.g. food being stored in the bain-marie.

## **Washing Facilities**

Adequate washing facilities must be provided in all units where ‘high-risk’ foods such as hot dogs, burgers, ice cream etc. are sold.

Separate washing facilities must be provided for hand washing and preparing food/washing equipment. This is necessary to reduce the risk of cross contamination of food poisoning bacteria. Plastic bowls and flasks of hot water are not acceptable.

In catering units such as ice cream vans and fast food units where only a small amount of food preparation is undertaken and few utensils are used, a purpose-made double unit manufactured for mobile traders comprising a small hand basin and sink will be acceptable.

## **Hand Washing**

The following facilities must be provided: -

Where open food is sold, a purpose-made wash hand basin must be installed for personal use only, complete with an adequate supply of hot and cold water (or hot water at a suitably controlled temperature). Soap or detergent and a hygienic means of drying hands (i.e. paper towels) must be provided.



## **Equipment Washing**

The number of sinks required will depend on the size of the business and the amount of equipment to be washed. For example in catering units using crockery and cutlery for serving food, a double-bowled sink with integral drainer would be recommended, however a minimum of one sink should be provided. Sinks should be large enough for the equipment to be washed. An adequate supply of hot water and cold water must be provided.

In ice cream vehicles you must ensure that you use the appropriate cleaning detergent and disinfectant to clean out the soft ice cream dispenser and tank. Follow the manufacturer's instructions on how to clean and use the correct amount of cleaning material.

Cleaning and disinfecting chemicals must be suitable for use with food. It is recommended that a bactericidal detergent is used to allow effective cleaning and disinfection.

The utensils such as ice cream scoops should be rinsed and sanitised frequently. This can be achieved by placing two containers containing sanitising solution within easy reach of the ice-cream freezer. One container should be used for rinsing off the ice-cream and the other for sanitising the utensils. Both containers should be emptied and refilled with fresh solution at least once every hour.

## **Water Supply**

Water must be supplied directly to the wash basin and sink(s) from taps located immediately above them. The use of jugs to carry hot water from a boiler to sinks or wash hand basins is not acceptable.

Water tanks or food grade storage containers (minimum 10 gallon capacity) should be cleaned regularly ideally with disinfectant suitable for food use. Suitable tablets can be purchased from camping/caravan shops and some supermarkets.

An adequate supply of hot water must be provided to all sinks and wash hand basins e.g. from an **instantaneous gas multipoint water heater** of a type normally fitted in caravans. These are capable of supplying a number of outlets with adequate hot water, the temperature of which can be controlled. Electrically operated pump draws water from a plastic storage container, pumps it through the appliance, where it is heated instantaneously and delivers it to the outlet over the sink or wash-hand basin.

## **Cleaning of water pipes and water storage bottles**

It is strongly recommended that pipes and water bottles are cleaned on a weekly basis with appropriate cleaning chemicals such as Milton.

## **Waste Water/Refuse Storage and Disposal**

Waste water must be piped direct from washing facilities into sealed containers or tanks. These should be cleaned regularly. Waste water must not be discharged into road gullies or onto the ground.

Refuse must be stored in suitable lidded bins (preferably foot pedal operated). Bins must be emptied at least daily. Where necessary, suitable bins must be provided for customers litter etc.

All refuse produced by the business should be removed from the site and disposed of properly to avoid any nuisance or attraction to vermin or insects.



## **Lighting**

Adequate natural or artificial lighting must be provided to allow food to be prepared hygienically and for staff to work safely. Fluorescent lights are a good source of illumination. It is recommended that bulbs and tubes are fitted with suitable diffusers.

## **Ventilation**

Adequate ventilation must be provided above all cooking equipment. Ventilation from frying ranges should be direct through the ceiling or wall at the rear of the appliance.

A suitable canopy must be provided above deep fat fryers, griddles etc. Grease filters are recommended. The flue should terminate at least 300mm above the roof of the vehicle and be fitted with a suitable cowl or similar to prevent rain from entering.

Adequate ventilation is needed to keep working temperatures in the vehicle comfortable and remove the products of combustion.

## **Sanitary Accommodation**

Where traders operate on the same site throughout their trading period, arrangements should be made for access to a toilet in nearby premises, or a toilet must be provided.

If sanitary accommodation is provided inside the unit it must be suitably ventilated to the external air and entered through a ventilated lobby or from the outside of the vehicle. A wash hand basin complete with an adequate supply of hot and cold water (or hot water at a suitable controlled temperature) should be provided, complete with soap or detergent and a means of drying hands (i.e. paper towels).

## **Food Safety Management System**

The Food Hygiene (England) Regulations 2006 require all food business operators to have a written food safety management system based on HACCP principles [HACCP stands for hazard analysis critical control points, and is simply a process you must use to try and make

sure that any food you prepare is safe for your customers to eat. It helps you to protect your customers, can save wastage and is therefore good for business.]

Food safety management is not new and much of it has in fact been a legal requirement since 1995. However you are now **also** required to provide some simple written evidence that your procedures ensure food safety have been thought through carefully and are being properly applied, and that the food prepared or sold by you is safe to eat.

In simple terms this means that you must look at the operation from start to finish, decide which parts of it might lead to the food which you serve or sell becoming unsafe to eat and take action to prevent this from happening.

Food Control Unit officers will expect to see a brief written explanation of your system when they carry out an inspection and any monitoring records, (such as food temperature records) which demonstrate that system is being properly applied.

The Food Standards Agency has produced guidance called 'Safer Food, Better Business' (SFBB) which will guide you through how to comply and provide the necessary documentation. Alternatively you can adopt a traditional HACCP approach.

Your Food Safety Officer can provide you with a copy of SFBB or you can order one from Food Standards Agency Publications on 0845 606 0667 or by emailing:

[foodstandards@ecgroup.uk.com](mailto:foodstandards@ecgroup.uk.com)

You are required to have traceability for your food business. E.g. You must be able to identify the suppliers where you source your products/ingredients. You should keep invoices or receipts for inspection.

Ice cream traders must be able to show that ice cream mix is adequately labelled with such information as date coding and manufacturer details. You may not be issued with a licence/consent if it is found that you have containers of ice cream mix that are not correctly labelled.



## **Allergens**

Some people have allergies to certain foods such as nuts, seeds, milk, etc. You may be asked by a customer if food is free from such as allergens as nuts or milk. You need to ensure that you have adequate procedures in place for controlling allergens. If you have such ingredients in your food products then you must be honest with the consumer and inform that you cannot cater for them. The following good practice should be observed:

- Member of staff have food allergy awareness.
- Sufficient communication with consumer who has a food allergy
- Nominate person who understands ingredients i.e. Chef/manager
- Place sign/menu for customers advising of products that may have allergenic ingredients

■ Beware of cross contamination of allergenic ingredients i.e. Nuts and seeds

■ Good cleaning procedures

## **FOOD SAFETY TRAINING**

Regulation (EC) No 853/2004 came into force in January 2006 and makes the training of food handlers compulsory. The Regulations say that all food handlers must be '*supervised and instructed and /or trained in food hygiene matters commensurate with their work activities*'.

In simple terms this means that everyone involved in a food business who handles food must receive some training or instruction. The training needed will depend on the type of business, foods prepared or served and the type of work the person does. For example a person who prepares burgers will need more detailed training than someone who handles only fruit and vegetables.

Food handlers who prepare or serve high risk or perishable foods will need a level 2 Award in Food safety or equivalent. It is good practice for a business to have a training plan to identify the training needed for each member of staff.

The person responsible for the development and maintenance of a food safety management system should have adequate training in the application of HACCP principles.

A list of local organisations that run food safety training courses is available from our office.

## **Personal Hygiene**

All food traders must maintain a high level of personal cleanliness by keeping themselves, their clothes and their over clothing clean.

Hand washing is one of the most important steps in producing safe food. Hands must always be washed before starting work and after any task which may have made them dirty, particularly after handling raw food or visiting the toilet.

Clean, suitable (e.g. long sleeved) and washable over clothing must be worn whilst handling, serving or preparing open food. Head coverings are also recommended. Protective clothing should only be worn during the trading period and should not be worn when setting up the vehicle, carrying out maintenance etc.



Disposable gloves may be used, however they should be changed regularly and washed between handling raw and cooked food (as you would wash your hands.)

All cuts and abrasions should be covered with a blue waterproof plaster at all times. Smoking in any food area is prohibited.

## **Illness**

Food handlers should not work if they are suffering from food poisoning symptoms such as diarrhoea or vomiting. They should stay away from any food handling area until 48 hours after



the diarrhoea or vomiting has ceased. On return to work careful attention to personal hygiene including scrupulous hand washing is essential.

Food Business Operators should instruct all staff on appointment that they must notify the person in charge before they start work if suffering from any of these symptoms. It is also good practice to give new staff this instruction in writing.

Food handlers should also be aware that skin infections such as boils, septic fingers or any other discharging wound can also lead to contamination of food with food poisoning bacteria. These conditions must also be reported to the person in charge of the business.

## **Food Handling Practices**

Safe food handling techniques are important to reduce the risk of food poisoning. Food must be protected from risk of contamination with food poisoning bacteria.

For example: -

- Food should not be handled unless absolutely necessary. Tongs or serving utensils should be used wherever possible.
- Separate utensils and chopping boards should be used for the preparation of raw and cooked foods.
- Sneeze guards may be required at the serving counter to protect food from customers coughing or sneezing.
- Food must not be left in cans once opened.
- Food for sale must be kept completely separate from waste food or refuse.
- Wrappings must be of food grade quality, clean and stored in a clean place. Wrapping in newspaper is not acceptable unless food is first wrapped in food grade paper.
- A stock rotation system must be set up. High-risk foods must be sold within their 'Use By' date. Only as much stock as is necessary for immediate use should be carried.
- Displayed food must be covered or wrapped, as appropriate.
- Raw and ready to eat foods must be kept separate.

Where food handling is carried out at home or at a storage depot, these premises must also comply with food safety legislation.

## **HEALTH AND SAFETY**

As far as possible accidents at work should be anticipated and prevented by the use of safe systems of work, safe equipment and the proper training and supervision of staff.

When accidents do occur, arrangements for first aid, summoning of medical assistance, investigation and reporting should be clear.

## **General Construction**

Vehicles must be of an adequate size for food handlers to work safely. A safe entry/exit to the vehicle must be provided, particularly where public have access.

Extra care is required in mobile vehicles as mains power is not usually available and bottled gas and electricity generators may be used.

## **Liquid Petroleum Gas (LPG)**

LPG is almost universally used in mobiles as a convenient and safe source of heat for cooking. It can however form a highly explosive mixture when mixed with air, particularly in enclosed spaces such as mobile vehicles. Great care must be taken to avoid leaks of gas into the cooking area where there are naked flames.

Where liquid gas is utilised: -

- All LPG cylinders, regulators and change-over devices should be located in the open air or housed in a separate, well ventilated, fire-resistant compartment. Compartments should be ventilated at low and high level to the external air only and should have access exclusively from outside the vehicle (to enable safe access to shut off the cylinders in case of fire).
- Where LPG cylinders are located to the open they should be enclosed in a suitable enclosure which is locked to prevent unauthorised access.
- The cylinders should be fitted upright and fastened securely during transit and use. All valves and appliance controls should be turned off whilst the vehicle is in motion.
- Cylinders should preferably be connected by means of an automatic changeover device. This device should be connected to both service and reserve cylinder and will automatically divert the supply from service to reserve when the service cylinder is empty. This will ensure an uninterrupted supply and will eliminate the need to change cylinders manually whilst food handling is being carried out.
- The storage compartment should be used solely for the storage of LPG cylinders, associated pressure regulation equipment and specialist tools as necessary.
- Storage compartments should be constructed of non-combustible material and provide at least 30 minutes fire resistance.

## **Flexible LPG Hoses**

Flexible LPG hoses should be of high pressured type (BS3212 part 2) where fitted between cylinder and regulator and of the low pressure type (BS3212 part 1) in all other areas.

Tubing should be kept as short as possible and properly secured by integral threads, crimping or hose clips. Worm driven (jubilee) clips are not considered suitable.

Where subjected to temperatures above 50°C, LPG hose should be braided or armoured. Where they pass through walls or partitions they should be protected against abrasion damage by rubber grommets.

Liquid Petroleum Gas attacks rubber and it is recommended that flexible hoses should be replaced after two years use.

## **Rigid LPG Pipe work**

Internal gas supply pipe work should be of drawn copper or stainless steel tubing with appropriate compression or screw fittings. Flexible hose should only be utilised internally at connections to appliances.

No pipe work should be run through box sections or structured cavities but should be visible or at least easily accessible. Pipe work should be adequately supported at intervals not exceeding 1 metre (0.5 metres for soft copper tubing) and protected against abrasion by rubber grommets where it passes through walls or partitions.

As a minimum requirement, LPG pipe work should be provided with a shut-off tap fitted prior to the first gas appliances on the line and easily accessible to persons working on the unit. It is recommended however, that where possible shut off taps are installed immediately before each appliance.

All such taps should have their open and closed positions clearly indicated upon them.

- Appliances should be manufactured to British Standard and suitable for use with LPG. They should be fitted with flame failure devices which shut off the gas to the main burner if the flame goes out. Appliances should be installed, maintained and serviced to manufacturers/suppliers instructions and securely fastened to avoid any movement.
- Adequate ventilation should be provided and a suitable flue fitted where the design of the appliances requires such.
- Catering appliances should not be left unattended whilst in use and should not be lit whilst the vehicle is in motion (unless fitted with a flame failure device, an adequate flue if in a vehicle, properly secured and not showing any naked flame).
- All persons working in mobile catering units should have adequate instructions, information and training including the dangers associated with LPG, the action to be taken in the event of an emergency and safe method of changing cylinders.

Compartments housing cylinders should be clearly marked 'LPG – HIGHLY FLAMMABLE – NO SMOKING'. Suitable fire extinguishers/blankets must be provided in all vehicles with LPG installation.



You must ensure that gas appliances, flues, pipe work and safety devices are maintained in a safe condition. They should be installed and inspected by a competent

person. In practical terms, CORGI registration is the clearest way of demonstrating competence. As a general rule annual inspections will be a reasonable minimum frequency.

A visual inspection of the containers, pipe work, appliances, vents and flues should be made each working day.

## **Cooking Equipment**

### **Fryers**

At fryers, including fish and chip ranges:-

- An automatic high temperature limit device should be fitted which will shut off the gas supply to the main burner if the temperature of the frying medium exceeds 230°C.
- An automatic temperature control should be fitted to control the temperature of the frying medium with a maximum setting 205°C.



## **Electrical Equipment**

All electrical equipment must be of a suitable type and installed/maintained by a competent person so that it is safe. Batteries must be secured in a suitable compartment. Where generators are used they must be sited so that they do not cause nuisance to the occupiers of nearby premises.

## **Hazardous Substances**

Some products and substances used on a mobile vehicle are hazardous. This could include cleaning chemicals, degreasers, adhesives and vehicle exhaust gases. The way you work should be organised so that the risk from using these substances is minimised and the likelihood of any accidents is reduced. Certain hazardous substances are covered by the Control of Substances Hazardous to Health Regulations 2006 (COSHH). You need to decide what safety precautions you need to take for any harmful substances you use. This might include: -

- Finding a safer alternative;
- Providing good ventilation;
- Making sure chemicals are stored and disposed of properly;
- Making sure staff are adequately trained or instructed to the manufacturers instructions;
- Providing protective clothing such as rubber gloves or goggles.

## **Handling Hot Fat/Oil**

The main hazard associated with hot fat or oil is burns. This can be caused by splashes when food or the basket is dropped carelessly, or if it spits or boils over if there is excess water or moisture in the food. Where there is hot oil or fat there is a major fire hazard. If the oil is

spilled or splashed onto the floor it can cause slips. The following safety measures should be adhered to: -

- Check that the oil is up to the oil level mark.
- Do not overfill.
- Break up dripping or fat into lumps.
- Do not top up with oil from large containers.
- Do not leave the fryer unattended while in use.
- Check the food is dry before immersing in hot oil. Brush off ice crystals carefully.
- Do not overload the basket.
- Do not let the basket drop into the oil.
- Take care when shaking food in the basket.
- Clean up spills or drips from the floor immediately.
- Allow the oil to cool before draining. The removal of oil should always be done when it has cooled sufficiently so as not to present a risk of burning or scalding.
- Turn off the fryer before cleaning and allow the oil to cool. Clean in accordance with the manufacturers' handbook.
- Have appropriate fire fighting equipment and fire blanket near the fryer with a sign explaining what to do in the event of a fire.

If filtering of oil is undertaken the oil must be **cold** to prevent the risk of serious injury.

### **First Aid Kit**

An adequate first aid kit must be provided and be available at all times. It is recommended that this should include blue 'food grade' plasters and a finger stall.

It is also recommended that at least one person should have received emergency first aid training.

### **Reporting Accidents**

If you or one of your employees has an accident at work, that results in a three day absence from work, it should be reported to the Incident Contact Centre Tel: 0845 300 9923. (A national accident reporting hotline) or reported on-line using the website: [www.riddor.gov.uk](http://www.riddor.gov.uk)

## ***WHERE CAN I GET MORE INFORMATION?***

You can get further advice from the following sources:

### Contact us at:

Bolton Council  
Food Control Unit  
Ellesmere House  
Ellesmere Street  
Bolton  
BL3 5DT  
Tel: 01204 336500  
Email: [environmental.health@bolton.gov.uk](mailto:environmental.health@bolton.gov.uk)  
Website: [www.bolton.gov.uk](http://www.bolton.gov.uk)

The Food Standards Agency at [www.food.gov.uk](http://www.food.gov.uk)

The Health and Safety Executive at [www.hse.gov.uk](http://www.hse.gov.uk)

Greater Manchester Fire and Rescue Service [www.manchesterfire.gov.uk](http://www.manchesterfire.gov.uk)



Greater Manchester Fire and Rescue Services  
Bolton Tel no. 01706 900155

In addition the following free publications are available from us: -

- Food Hygiene – A Guide for Businesses (Food Standards Agency)
- An Introduction to Health and Safety INDG 259
- The Safe Use of Gas Cylinders INDG 308
- Gas Appliances - Get Them Checked Keep Them Safe INDG 238
- First Aid at Work - Your Questions Answered INDG 214
- Electrical Safety and You INDG 231
- Preventing Slips & Trips at Work INDG 225
- Getting to Grips with manual handling INDG 143
- Health and Safety in Kitchens and Food Preparation Areas HSG 55 (Priced)
- Take a fresh look at health & safety INDG385
- RIDDOR explained HSE 31 (rev1)
- COSHH: brief guide to Regulations INDG136rev3
- Starting up (FSA)
- Eat Well (FSA)

### **Trade Associations**

- Nationwide Caterers Association, Centre Court, Association House  
89 Mappleborough Road, Shirley, Solihull, B90 1AG ☎ 0121 603 2524  
Website - [www.ncass.org.uk](http://www.ncass.org.uk)

## **ADVICE FOR ICE CREAM VANS**

### **Summary of the Code of Practice on Noise from Ice Cream Van Chimes**

It is an offence to sound your chimes before 12 noon or after 7pm. It is also an offence to sound your chimes in such a way as to give reasonable cause for annoyance. A code of practice approved by the Government gives guidance on methods of minimising annoyance caused by your chimes. The main points of the code of practice are: -

#### **Do Not Sound Your Chimes:**

- For longer than 4 seconds at a time.
- More often than once every 3 minutes.
- When the vehicle is stationary.
- Except on approach to a selling point.
- When in sight of another vehicle which is trading.
- When within 50 metres of schools (during school hours), hospitals and places of worship (on Sundays and other recognised days of worship).
- More often than once every 2 hours in the same length of street.
- Louder than 80dB(A) at 7.5 metres.
- As loudly in quiet areas or narrow streets as elsewhere.

## ***WHAT TO DO NEXT***

Have you got the necessary Street Trading Consent or Licence?

Have you familiarised yourself with all the rules regarding Street Trading and where you can & can't trade?

If you are selling food, have you registered your business with the local authority where your trailer is stored?

## 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 the Food Control Unit 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) \_\_\_\_\_ **Postcode** \_\_\_\_\_

**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): *eg Registration number if ice cream van etc*

\_\_\_\_\_

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

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

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

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

**BOLTON COUNCIL  
REGULATORY SERVICES  
FOOD CONTROL UNIT  
ELLESMERE HOUSE  
ELLESMERE STREET  
BOLTON BL3 5DT  
TEL: 01204 336500**

**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.**