



# FOOD STALL DETAILS

If you intend to operate a food stall in Erewash

Note:- Please complete this form in full even if it duplicates information on other forms sent to Erewash Borough Council

Please return this form with any other application forms to  
**LECCA Secretary, 148 Wilmot Street, Sawley, Long Eaton Nottingham, NG10 3DQ**

PART 1 – Applicant and Event Details			
1.1 Name			
1.2 Contact address	Postcode:		
1.3 Contact telephone numbers	Tel No:	Mobile No:	
1.4 Event Details	Description/ name	Date	Duration
1.5 Type of Business	Are you registered as a food business? <input type="checkbox"/> Yes – complete Parts 2 & 3		
	Are you a charity organisation? <input type="checkbox"/> Yes – go to Part 3		
PART 2 – Details			
2.1 Name of business / vehicle (give registration No)			
Name on signage if different to name			
2.2 Food hygiene rating	What is your rating? <input type="checkbox"/> 5 <input type="checkbox"/> 4 <input type="checkbox"/> 3 <input type="checkbox"/> 2 <input type="checkbox"/> 1 <input type="checkbox"/> 0		
	<input type="checkbox"/> Not rated- give details over page		
	Which LA issued this rating?		
2.3 Inspection at last event	<input type="checkbox"/> No inspection - go to Part 3 <input type="checkbox"/> Yes - give details i.e. date, name of Council any issues highlighted in the additional details box over the page		
2.4 Nationwide Caterers Association (ncass)	Are you a member of ncass? <input type="checkbox"/> Yes <input type="checkbox"/> No If <b>No</b> have you registered with ncass connect? <input type="checkbox"/> Yes <input type="checkbox"/> No See over page and link <a href="http://ncass.org.uk/ncassconnect-traderpassport">http://ncass.org.uk/ncassconnect-traderpassport</a>		
<b>Please ensure</b> that you have the following documents available for inspection;- Food hygiene training certificates, food safety management system e.g. Safer Food Better Business documentation			
PART 3 – Food Details			
Please tick all boxes that apply or provide details in box below			
Burgers / Hot dogs	<input type="checkbox"/>	Hot / cold drinks	<input type="checkbox"/>
Pre packed cakes	<input type="checkbox"/>	Candy floss / Sweets	<input type="checkbox"/>
Ice cream	<input type="checkbox"/>	Hot roast meat*	<input type="checkbox"/>
Other*	<input type="checkbox"/>	*please give details below and continue over page if necessary;	
Sandwiches	<input type="checkbox"/>	Mushy Peas	<input type="checkbox"/>
Other hot meals*	<input type="checkbox"/>		

Signed \_\_\_\_\_ Print Name \_\_\_\_\_

Position \_\_\_\_\_ Date \_\_\_\_\_

**Please return this form with any other application forms**

See over page for details on why we collect this information

**Additional details**

**NCASS Connect Passport**

The NCASS Connect Passport is a brand new **FREE** service from the Nationwide Caterers Association. It's designed to help local authorities to manage mobile businesses, to reduce the amount of unnecessary inspections of mobile traders and to reduce red tape and administration for all.

**What is it?**

NCASS Connect is an online hub for trader documentation which can be viewed by council enforcement teams and on request, event organisers. It holds all of your documents safely online in your 'Passport'. When you want to work at an event or market, you just give the organiser access to view your Passport rather than posting documents or uploading them for every show.

**Erewash Borough Council** has a duty to inspect all food business in the Borough to ensure that safe food is being produced. We also need to be sure that anyone coming into the Borough or serving food on an ad-hoc basis is serving safe food.

The information you provide on this form will allow us, before the event itself, to consider if you pose risk from the food you intend to serve. We contact other local authorities to find out if there are any problems with your food handling practices. If there are none then we may decide that we don't need to inspect you when you trade at the event.

If you are serving high risk food we may contact you to discuss your proposals. If we have concerns about the safety of the food you are providing we may decide to visit you during the event. It is possible; if we consider that you cannot ensure the food you serve is safe, for us to recommend to the event organisers that you are not allowed to trade.

**For further information please do not hesitate to contact the  
Food Health and Safety Team at**

**EREWASH BOROUGH COUNCIL ENVIRONMENTAL HEALTH**

Merlin House, Merlin Way, Ilkeston, Derbyshire DE7 4RA

Tel: 0115 907 2244 ext 3820 Fax: 0115 931 6079

Email: [environmentalhealth@erewash.gov.uk](mailto:environmentalhealth@erewash.gov.uk)

**For your information:-**

1. Under the Food Safety and Hygiene (England) Regulations 2013 it is an offence not to provide any assistance or information which is reasonable to perform our functions under the Hygiene Regulations.
2. Inspections of food premises are undertaken to ensure compliance with the relevant regulations below;
  - Food Safety and Hygiene (England) Regulations 2013
  - Regulation (EC) 852/2004 - hygiene of foodstuffs
  - Regulation (EC) 853/2004 - hygiene rules for food of animal origin
3. Any action we take is in accordance with the Council's Enforcement Policy. A copy of the policy is available by telephoning 0115 907 2244 ext 3820, writing to the address above or at [www.erewash.gov.uk](http://www.erewash.gov.uk).