

1. Introduction

- 1.1 The Food Premises Regulations 1991 are relevant to the majority of food handling/food businesses in England and Wales and require that the premises be approved by the relevant local authority.
- 1.2 These guidance notes explain the difference between local authority registration and local authority approval and the process to be followed in each case.

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2. Food Business Approval

- 2.1 Local authority approval is required if the business produces any of the following:
 - 2.1.1 meat and meat products;
 - 2.1.2 eggs;
 - 2.1.3 milk and dairy products;
 - 2.1.4 fish and fish products.

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- 2.2 The first step is getting the relevant local authority approval form to complete and submit. This form is available on the relevant local authority website under Environmental Health/Food Hygiene or alternatively upon request from the relevant local authority's offices.
- 2.3 In order to secure local authority approval specific structural and procedural hygiene standards will also need to be met and the food business will also need to apply for a food safety certificate for each of its products. It is a condition of the approval that these standards are met.

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3. Food Business Registration

- 3.1 It is a legal requirement for all food businesses within the local authority catchment area to register with the local authority at least 28 days before the business opens for trading. Failure to register without registering it risks a fine or business closure.
- 3.2 Any food business must register with the local authority at least 28 days before the business opens for trading. Failure to register without registering it risks a fine or business closure.
- 3.3 Registering a food business with the local authority is a legal requirement for all food businesses within the local authority catchment area.
- 3.4 In most cases, the registration form can be downloaded from the relevant local authority website or submitted on-line.
- 3.5 You must inform the local authority about any premises you use for storing, selling, or displaying food products.
- 3.6 Food premises that require registration include:

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Food premises that require registration include:

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- 3.6.1 restaurants;
- 3.6.2 hotels;
- 3.6.3 cafes;
- 3.6.4 shops;
- 3.6.5 supermarket
- 3.6.6 staff canteen
- 3.6.7 kitchens in c
- 3.6.8 warehouses
- 3.6.9 guest house
- 3.6.10 delivery vehi
- 3.6.11 buffet cars o
- 3.6.12 market and c
- 3.6.13 hot dog and

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- 3.7 If you use vehicle premises such as a about how many ve separately.
- 3.8 If you have one or n authority where the each vehicle separa
- 3.9 If you use premises with each authority

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ss in connection with permanent need to inform the local authority don't need to register each vehicle permanent premises, you must tell the kept. You don't need to register authority area, you must register

4. **Exempt food premises**

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 - 4.1.1 some that ar
 - 4.1.2 certain agric
 - 4.1.3 motor cars;
 - 4.1.4 tents and m
 - 4.1.5 some dome
 - 4.1.6 some village
- 4.2 Please contact yo premises might be e

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from registration including: food law purposes;

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ity food team if you think your

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