

Food Safety Advice - Booking Form



Business Details

Name: _____

Business Name / Address: _____

Postcode: _____ Email: _____ Tel No: _____

Service requested:

Pre-trading food safety advice visit & provision of SFBB (minimum 1 hour)
Cost £60 per hour (Includes VAT)

Total (to include VAT) Hours _____ x £60 = £ _____

Booking Terms and Conditions

1. A mutually convenient date and time will be arranged between Newport City Council and the client. Newport City Council reserves the right to cancel or amend an agreed visit. An alternative date will be offered where possible. Where this is not possible or acceptable a full refund will be given.
2. The advice visit fee must be paid before the visit is carried out.
3. Cancellations must be received in writing at least 5 working days prior to the date of the visit. In this case where an alternative date cannot be offered a full refund will be given.
4. Refunds cannot be given where no / insufficient cancellation is made.

Declaration

I have read the details on this form and agree to the terms and conditions.

Name: Signed:.....Date:

Payment Method:

Cheque enclosed

(Payable to Newport City Council, please write your business/personal name and the service you are requesting on the reverse of the cheque)

Bank Transfer

Your reference for Bank Transfer _____ FOODADV _____

(Please use the above code FOODADV plus your business name to identify your specific payment)

Newport Account Details for BACS payments:

Account Name: Newport City Council Collection Account

Sort Code: 09-07-20

Account No: 05070406

Please return this form with cheque payment (if appropriate) to:

NEWPORT CITY COUNCIL; Environmental Health; Food Safety Team; Civic centre, Godfrey Road; Newport; NP20 4UR