



Falkirk Council
Education Services

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The Food Safety Act 1990 The Food Hygiene (Scotland) Regulations 2006

(The European Communities Act, 1972 and the Directives made there under, in relation to safe food preparation for food businesses)

If food will be provided at your event please complete all relevant sections and return with your booking form. This information will be used to allow us to help you to follow the food safety regulations stated above. Please note this Department strongly recommends that trained catering personnel prepare food provided at events where tickets have been sold.

<p>Customer Details</p> <p>Name: _____</p> <p>Address: _____ _____</p> <p>Postcode: _____</p> <p>Daytime _____ Tel: _____</p> <p>Evening Tel: _____</p>	<p>Let Details</p> <p>Facility Hired: _____</p> <p>Type of let:(eg Wedding, Birthday Party, Meeting etc) _____</p> <p>Date of let: _____</p>															
<p>Catering Information</p> <p>Will you be serving:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="width: 70%;"></th> <th style="width: 15%; text-align: center;">Yes</th> <th style="width: 15%; text-align: center;">No</th> </tr> </thead> <tbody> <tr> <td>Food</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Alcohol</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Soft Drinks</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Tea/Coffee</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table> <p>If you are serving food please tell us what type of food/meals (eg Buffet, sit down meal etc)</p> <p>Buffet <input type="checkbox"/></p> <p>Sit Down Meal <input type="checkbox"/></p> <p>Other <input type="checkbox"/></p>		Yes	No	Food	<input type="checkbox"/>	<input type="checkbox"/>	Alcohol	<input type="checkbox"/>	<input type="checkbox"/>	Soft Drinks	<input type="checkbox"/>	<input type="checkbox"/>	Tea/Coffee	<input type="checkbox"/>	<input type="checkbox"/>	<p>If the food is being delivered to the facility hired please tick from where:</p> <p>Home <input type="checkbox"/> Brought by guests <input type="checkbox"/></p> <p>Caterers <input type="checkbox"/></p> <p>Please give caterers details:</p> <p>Caterers Name: _____</p> <p>Caterers Add: _____ _____</p> <p>Caterers Tel No: _____</p>
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**FOR FURTHER INFORMATION AND ADVICE CONTACT FALKIRK COUNCIL
ENVIRONMENTAL HEALTH DEPARTMENT ON 01324 504982**