

THE PARISH CHURCH OF ST CUTHBERT

Conditions for use of kitchen

In order to comply with Food Safety Regulations if outside caterers are used, please complete this form and return to the Church Manager **before** final arrangements are made.

Name of Organisation

Person in charge

Type of event and date

Full name and address of Caterers

Caterers' Telephone Number

Are they registered with the Local Authority?

Proof of registration with the local authority must be produced

At which level?

(eg Elementary Food Hygiene Certificate)

Name and Address of Caterers' Public Liability Insurers

Policy Number

Expiry Date

Limit of Indemnity

Signed

Printed Name

Date

ALL SECTIONS MUST BE COMPLETED

APRIL 2010