



## PUBLIC CATERING CONCESSION

### APPLICATION FORM

CLOSING DATE: 1st April 2026

Trading Name:

Invoicing Address:

Correspondence Address:

Website:

Email:

Tel:

Mobile:

Contact Name:

Description to be published in Show Guide (maximum 30 words)

Public Liability or Insurance details

Policy Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Insurers Name: \_\_\_\_\_ Maximum Total Insured: £ \_\_\_\_\_

**Type of catering unit:**

<b>Hot Food</b>	<b>Tick</b>
Burgers	
Pasty	
Mexican	
Thai/Noddles	
Pizza	
Seafood	
Hot Roast	
Doughnut / Sweets / Fruit	
Other ( <i>please state</i> )	
<b>Drinks</b>	<b>Tick</b>
Coffee / Tea / Hot Chocolate	
Alcohol	
Slushie/Cold	
Other ( <i>please state</i> )	

**Please expand on the food and drink you will be selling:**

**Please state where you source your produce:**

**Please send a picture of your unit and product with your application.**

**Location you wish to Trade (see map further up):**

Location	Tick
Hill Top Food Court	
Vintage Food Court (near Piddle Bar)	
Main Ring Food Court	
Avenue N Food Court	
Horse Lorry Park Unit	
Countryside Area Food Court	
Woodland Food Court	
Other (please state)	

There will be lone units sites. Eg. Coffee Unit at the Public Entrance.

**Please tick, if you are happy for the Show to suggest a position.**

**Pricing:**

**This is a Tender form and therefore you state the price you wish to pay.** The Show will take into account the location of the caterer along with where they source their produce.

**Price examples:**

These sizes include tow bar.

**Hill Top Food Court:** Burger Unit (10m x 6m): £3,600 +VAT.

Pasty Unit (6m x 6m): £2,400 +VAT

Doughnut (3m x 3m): £650 +VAT

**Vintage Food Court:** Burger Unit (10m x 6m): £2,900 +VAT.

Pasty Unit (6m x 6m): £2,100 +VAT

Coffee (12m x 6m): £1,200 +VAT

**Woodland Food Court:** Burger Unit (10m x 6m): £1,900 +VAT.

Pizza Unit (6m x 6m): £1,100 +VAT

Coffee (6m x 6m): £800 +VAT

**Detail how your packaging and consumables are recycled:**

**Have you traded at the Dorset County Show previously? If so, give details:**

**If a reference is required list two other events that can be contacted:**

**Any additional information that you believe to be relevant:**

**A product and price list must be sent with your application.**

#### **COMPULSORY RISK ASSESSMENT & FIRE RISK ASSESSMENT**

You must ensure that when returning this form, you have attached the following documents:

1. A copy of your risk assessment for the event, or complete the attached pro forma
2. A copy of your fire risk assessment, or complete the attached pro forma
3. A copy of the completed food safety checklist

No booking will be accepted without the above information; should you require any assistance with the above please contact the Show Office.

ITEMS	UNIT TYPE		TENDER AMOUNT
Unit 1			£
Unit 2			£
Unit 3			£
EXTRAS	QUANTITY	PRICE	EXTRAS TOTAL
Single day ticket(s)		15.00	£
Caravan/camping pitch in Caravan Field Friday-Monday		40.00	£
Water standpipe on corner of stand		175.00	£
		<b>TENDER SUB TOTAL</b>	£
		<b>VAT (20%)</b>	£
		<b>TENDER AMOUNT</b>	£

I understand that information from my application form will be stored on computer and that information will be published in the Show publications and online (including social media). I understand that information may also be passed to any regulatory authority such as Trading Standards. I understand that the completion of an application is irrevocable consent for the storage and disclosure of information in this way.

I the undersigned have read and understand the rules and regulations of the Society and have completed the risk and fire assessments on behalf of the company/business detailed above.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Applications will be reviewed with those accepted contacted with an offer in April. If accepted into the Show an invoice will be sent.**

# DORSET COUNTY SHOW

5 & 6 SEPT 2026

## Food Safety Checklist Higher Risk

**Name:** .....

**Address:** .....

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.....

**Trading name** *(if different to above)*: .....

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**Name / address of registering Local Authority:** .....

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**Current Food Hygiene score:** .....

## Food Safety Checklist

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*This checklist is to help you identify hazards and for you to put the necessary controls in place to make sure that the food you sell / serve is safe to eat; it is specifically designed for caterers and food business operators attending outdoor events.*

*Please bring the completed checklist with you to the event.*

*Should you need any assistance with this, or wish to discuss any of the points in it, please feel free to contact us.*

***Please give a brief description of your stand and the products you will be offering:***

### **N.B.:**

*The full checklist is required if you are selling any foodstuffs that are open, unwrapped or require temperature control (hot or cold). Please also note that if offering any open foods for sale we require you to have adequate hand-washing facilities on your stand.*

*If however you only sell **pre-packed**, low risk products, for example: alcohol, bottled drinks, confectionery, dairy-free cakes, pastry, breads and biscuits that are placed in their final packaging before they are brought on site, please complete the "Low risk checklist"*

## Food Safety Checklist

### Setting up:

<b>Food Safety Management</b>		<b>Yes</b>	<b>No</b>
Do you have HACCP documentation confirming the food safety controls you adopt to ensure that the food you prepare is safe to eat?			
Do you keep monitoring record sheets, training records etc?			
Are the above documents available for inspection on your trailer / stall?			
<b>Food Storage</b>		<b>Yes</b>	<b>No</b>
Are all food storage areas undercover and protected from contamination?			
Are they clean and free from pests?			
Do you have enough refrigeration? Does it maintain temperature?			
Can you keep high-risk foods (i.e.: ready to eat foods containing moisture and proteins) stored at 8°C or below?			
How will this temperature control be managed?			
<b>Food Preparation and Service Areas</b>		<b>Yes</b>	<b>No</b>
Have you got precautions to keep mud out of the stall in wet weather?			
Are all worktops and tables sealed or covered with an impervious washable material?			
Have you got enough preparation worktop space?			
It is essential that you have appropriate handwashing facilities, do your facilities include sink with hot and cold water, soap and paper towels?			
Have you got sinks that are large enough to wash food and equipment? Are they supplied with hot and cold water?			
As there is no mains drainage, have you made hygienic provision for the disposal of waste water? e.g. waste pipe from sink to waste water container			
Have you got enough fresh water containers? Are they clean and do they have caps?			
Have you got a supply of hot water reserved for washing up and handwashing?			
Is all of your food equipment in good repair? Are any repairs outstanding since your last event?			
<b>Cleaning</b>		<b>Yes</b>	<b>No</b>
Is your vehicle / stall clean? Can it be kept clean?			
Do you have a written cleaning schedule to ensure all areas are kept clean?			
Have you an ample supply of clean cloths and a 'food-safe' disinfectant / sanitizer to clean food and hand contact surfaces?			
Are all cleaning chemicals stored away from food?			



## Food Safety Checklist

### Safe food practice during the event:

*Food poisoning is preventable – you can help avoid it by carrying out these checks.*

<b>Storage</b>		<b>Yes</b>	<b>No</b>
Is good stock rotation carried out? Are all stocks within their expiry dates?			
If you use raw and cooked foods are they adequately separated during storage?			
Are high-risk foods (i.e.: ready to eat foods containing moisture and proteins) stored under refrigeration at 8°C or below?			
How will this temperature control be managed whilst on site?			
<b>Purchase</b>		<b>Yes</b>	<b>No</b>
Are you purchasing raw ingredients and / or food products from a reputable company?			
<b>Preparation</b>		<b>Yes</b>	<b>No</b>
Do staff always wash their hands before handling food and after handling raw foods?			
Are separate tools / utensils used for raw and cooked foods?			
Do you use separate chopping boards for raw and cooked food?			
If you have answered 'no' to the previous question, are they properly cleaned and disinfected between raw and cooked foods?			
<b>Cooking</b>		<b>Yes</b>	<b>No</b>
Is all frozen meat and poultry defrosted thoroughly prior to cooking?			
Are cooked and part-cooked food separated during cooking?			
Is all meat and poultry cooked until it is piping hot, i.e.: >75°C and the juices run clear?			
How do you check temperatures of food during and after cooking?			
<b>Reheating food</b>		<b>Yes</b>	<b>No</b>
Are all foods reheated to over 75°C ?			
How will the reheating of foods be carried out and monitored?			
Do you only reheat food once?			
<b>After cooking</b>		<b>Yes</b>	<b>No</b>

## Food Safety Checklist

Is food cooked and served straight away?		
If you have answered 'no' to the previous question, is hot food held at a temperature of 63°C or above until served?		
or, is the cooked food cooled to below 5°C?		
Once cooked, is food protected from contact with raw foods and foreign bodies?		
<b>Cleaning</b>	<b>Yes</b>	<b>No</b>
Do you and your staff operate a 'clean-as-you-go' procedure?		
Are you using clean cloths and a 'food-safe' disinfectant / sanitizer to clean food contact surfaces?		
<b>Allergen control</b>	<b>Yes</b>	<b>No</b>
Do you provide clear, unambiguous information on allergens in the foods you supply?		
Are all of your staff trained in allergen information?		

**Notes / comments / actions:**

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*Should you require any advice or assistance with this form, or wish to raise any specific points, please contact the show office.*

**Signatures:**

Food Stall Operator: ..... Date: .....

Show Staff: ..... Position: ..... Date: .....