



CITY OF HARARE
CITY HEALTH DEPARTMENT
BUSINESS LICENCES APPLICATION FORM
 SHOP LICENCE ACT CHAPTER 14:17 1996
 HARARE (LICENSED PREMISES) BY-LAWS 1975

Director of Health Services
 P.O Box 598
 Harare

Telephone: 04 774141-3/
 04 753330-2

Email:health@hararecity.co.zw

Date.....

Applicant name.....
 Trading name.....
 Stand number.....
 Street number.....
 Postal address.....
 Telephone number..... Email address.....
 Person in control..... ID No..... Nationality..... Signature.....

Please put a tick where applicable

1. Shop licence only (class 7-all non-foodstuffs) Wholesale Retail

2. Shop licence and Municipal licences

Class 1	Fishmonger	<input type="checkbox"/>	Wholesale	<input type="checkbox"/>
Class 2	Butchery	<input type="checkbox"/>	Retail	<input type="checkbox"/>
Class 3; 4; 6; 8& 9	Food purveyors (See overleaf)	<input type="checkbox"/>		
Class 5	Takeaway	<input type="checkbox"/>		

3. Municipal licences only

Abattoir	<input type="checkbox"/>	Bakery	<input type="checkbox"/>	Boarding house	<input type="checkbox"/>
Canteen	<input type="checkbox"/>	Caterers	<input type="checkbox"/>	Food factory	<input type="checkbox"/>
Food vending machine	<input type="checkbox"/>	Hairdresser's A	<input type="checkbox"/>	Hairdresser's B	<input type="checkbox"/>
Hotel	<input type="checkbox"/>	Laundry	<input type="checkbox"/>	Laundry depot	<input type="checkbox"/>
Lodge/Guest house	<input type="checkbox"/>	Restaurant	<input type="checkbox"/>	Tea room/ Coffee shop	<input type="checkbox"/>
Keeping of equine animals	<input type="checkbox"/>				

Please notify Council (Licensing Office) when you stop trading or make amendments

FOR OFFICE USE ONLY

New application Renewal Change of ownership BUS No.....

REPORT OF ENVIRONMENTAL HEALTH OFFICER

ENVIRONMENTAL HEALTH OFFICER..... DATE.....

DIRECTOR OF HEALTH SERVICESDATE.....

NB:Class 3 Dairy produce and eggs

Class 4(a) frozen pre-packed meat and fish (b) smoked salted or dried meat and fish (c) Poultry, bacon, ham, sliced cooked meats, sausages, Polonies, tinned meat

Class 6 all foodstuffs not specified in class1, 2, 3, 4&5

Class 8 Aerated waters, beverages, fruit-drinks, smoker's requisites, bread, biscuits , cakes pastry, ice cream, sweets, chocolates, potato chips, other parked non-perishable foodstuffs, fruits and vegetables; newspapers, periodicals books and postcards

Class 9 Aerated waters, fruit-drinks, manufactured tobacco, cigars or cigarettes, matches, bread, ice cream, sweets, and potato chips

STANDARD INSPECTION REPORT OF FOOD PREMISES

- 1) Ceiling.....
- 2) Walls.....
- 3) Floors.....
- 4) Doors.....
- 5) Windows.....
- 6) Ventilation.....
- 7) Lighting.....
- 8) Gents sanitation
 - (a) Water closet..... Urinal.....
 - (b) Wash hand basin.....
- 9) Ladies sanitation
 - (a) Water closet..... Wash hand basin.....
 - (b) Sanitary bins.....
- 10) Water supply.....
- 11) Drainage.....
- 12) Gulley traps and grease traps.....
- 13) Grounds.....
- 14) External walls.....
- 15) Gutters.....
- 16) Steps.....
- 17) Refuse.....
- 18) Storeroom.....
- 19) Coving between floors and walls.....
- 20) Deep bowl sink with draining board.....
- 21) Wash hand basin in food handling areas.....
- 22) Separate staff sanitary for males and females and change room facilities.....
- 23) Cold room for butchers.....
- 24) Refrigeration for perishables.....
- 25) Work tops or surfaces.....
- 26) HACCP.....
- 27) Hot water.....
- 28) Kitchen to be 1/3 of dining area.....
- 29) Staff sanitary and change room facilities to form an integral part of the building housing the business and to be entered from within.....
- 30) Food handlers
 - (a) Appearance.....
 - (b) Medical examination.....
 - (c) Protective clothing.....
 - (d) Nails.....
 - (e) Sores.....
 - (f) Smoking.....
 - (g) Dressing rings.....