



THE UNIVERSITY OF THE WEST INDIES

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THE OFFICE OF STUDENT SERVICES

STUDENT HEALTH CLINIC

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Temporary Restaurant License

Dear Presidents of Clubs and Societies

The following is a “check list” of things you should do and expect during your application for a Temporary Restaurant License.

1. An application should be made for a temporary Restaurant Licence to operate two (2) weeks before the event at the Polyclinic responsible for the area. The following information should be available when applying –
 - a. The place of Food Preparation (Address and Name).
 - b. The number of persons working at the place of preparation and place of sale.
 - c. Valid Medical certificates for all food handlers.
 - d. The Menu of foods being offered for sale.
 - e. Written permission from the owner(s) of the land where selling is taking place. (If applicable).
2. Know the relevant regulations that govern your event.
3. Be sure that your personal appearance and that of your staff is immaculate during the preparation and service of food, (i.e. no wearing of jewelry, hair to be restrained, clean clothing, no smoking in food area).
4. Be sure that you have all the equipment and facilities needed for the handling of the food.
5. Expect a visit from an Environmental Health Officer to the place of preparation and service. This is done to ensure that the food handling practices are up to acceptable standards.
6. Return to the Polyclinic to collect your license before the event. The fact that you have applied for a License does not mean that it has been granted.

The Health Services Regulations 1969 Cap.44, 3 (i) b, state, “A person may not operate a Temporary Restaurant, unless he first obtains a permit from the Medical Officer of Health.”

Adapted from the Ministry of Health