



## Animal Activities Request for Re-assessment of Risk Star Rating

### Notes for Licence holder /Operators

- As the Licence holder you have a right to request a visit for the purposes of re- rating if you have taken action to rectify the non-compliances / or additional improvements identified at the time of your inspection.
- You can make as many requests for a re-rating as you wish provided that you have made the required improvements. You must provide details of these improvements with your request, including supporting evidence where appropriate.
- If Merton Council considers that you have not provided sufficient evidence that the required improvements have been made, the local authority will refuse to undertake a re-inspection. In such cases you will be sent notification of why the request has been refused. This notification will advise of the priority actions that must be taken to improve the rating and will indicate what evidence will be required for agreement to a re-inspection to be made on further request.
- The inspecting officer will give you a 'new' rating based on the level of compliance that is found at the time of the re-rating visit - you should be aware that your rating could go up, down or remain the same.

To make a request for a re-rating visit, please use the form below and return it to address below with the appropriate variation fee. Fees are published on our website.

<b>Full Name of Applicant(s)</b>	Please indicate title (i.e. Mr, Mrs, Miss, Ms etc.)
<b>Address of Applicant(s)</b>	Postcode We will use this address for correspondence unless you say otherwise
<b>Contact Numbers for Applicant(s)</b>	Landline  Mobile



<b>Email Address for Applicant(s)</b>	
<b>Name of Business / Trading Name (if any)</b>	
<b>Address of licensed Premises (if different to applicant details)</b>	
	Postcode

<b>Date of Inspection</b>	
<b>Licence Number</b>	
<b>Star Rating</b>	

**Please describe the improvements you have taken with reference to the issues identified in the inspection letter/report provided to you by inspecting officer with your score:**

<b>Records/amended and updated</b>	
<b>Structural / improvement work carried out</b>	



<b>Management / training or policies</b>	
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**Please provide any other supplementary evidence (e.g. photographs, invoices, copies of relevant documentation etc.).**

Cheques must be made payable to "Merton Council".

Alternatively would you like us to call you to take a telephone payment by Debit/Credit Card?

YES / NO Please circle /delete as appropriate

**I am aware a re-rating visit could result in my rating staying the same going up or down**

Please now return this form to: Licensing Manager, Merton Council, Regulatory Services Partnership, Merton Civic Centre, London Road, Morden, SM4 5DX or email to [licensing@merton.gov.uk](mailto:licensing@merton.gov.uk).

<b>Date</b>		<b>Signature of Applicant</b>	
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