**The Animal Welfare (Licensing of Activities Involving Animals) Regulations 2018**

**Application for a licence to operate an animal boarding establishment**

|  |  |  |
| --- | --- | --- |
| **1** | **Standard applicant profile section** |  |

Please complete all the questions in the form.

If you have nothing to record, please state "Not applicable" or "None"

| **2** | **Type of Application** | | | | | | | | | | | | |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 2.1 | Commercial Boarding |  | Home Boarding | | |  | Day Care | | |  |  | | |  |
| 2.2 | Type of Application | | | New | | | |  | Renewal | | |  |  |  |
| 2.3 | Existing licence number | | |  | | | | | | | | | |  |
| **2a** | **Animals to be accommodated** | | | | | | | | | | | | |  |
|  | Animals to be accommodated | | | | | | | | | | | | |  |
| 2.4 | Cats | | | Yes/No | | | | Maximum number | | | | |  |  |
| 2.5 | Dogs | | | Yes/No | | | | Maximum number | | | | |  |  |
| **2b** | **Further information about the applicant** | | | | | | | | | | | | | |
| 2.6 | Date of birth | | | |  | | | | | | | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **3** | **Premises to be licensed** | |  |
| 3.1 | Name of premises/trading name |  |  |
| 3.2 | Address of premises |  |  |
| 3.3 | Telephone number of premises |  |  |
| 3.4 | Email address |  |  |
| 3.5 | Do you have planning permission for this business use. | Yes/No |  |

| **4** | **Accommodation and facilities** | | |  |
| --- | --- | --- | --- | --- |
| 4.1 | Details of the quarters used to accommodate animals, including number, size and type of construction |  | |  |
| 4.2. | Exercise facilities and arrangements |  | |  |
| 4.3 | Heating arrangements: |  | |  |
| 4.4 | Method of ventilation of premises |  | |  |
| 4.5 | Lighting arrangements (natural & artificial) |  | |  |
| 4.6 | Water supply |  | |  |
| 4.7 | Facilities for food storage & preparation |  | |  |
| 4.8 | Arrangements for disposal of excreta, bedding and other waste material |  | |  |
| 4.9 | Isolation facilities for the control of infectious diseases |  | |  |
| 4.10 | Fire precautions/equipment and arrangements in the case of fire |  | |  |
| 4.11 | Do you keep and maintain a register of animals? | Yes/No |  |  |
| 4.12 | How do you propose to minimise disturbance from noise? |  | |  |

| **5** | **Veterinary surgeon** | |  |
| --- | --- | --- | --- |
| 5.1 | Name of usual veterinary surgeon |  |  |
| 5.2 | Company name |  |  |
| 5.3 | Address |  |  |
| 5.4 | Telephone number |  |  |
| 5.5 | Email address |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **6** | **Emergency key holder** | | |  |
| 6.1 | Do you have an emergency key holder? | Yes / No | If no, go to 7.1 |  |
| 6.2 | Name |  | |  |
| 6.3 | Position/job title |  | |  |
| 6.4 | Address |  | |  |
| 6.5 | Daytime telephone number |  | |  |
| 6.6 | Evening/other telephone number |  | |  |
| 6.7 | Email address |  | |  |
| 6.8 | Add another person? | Yes / No | If yes, 6.2 to 6.8 will be repeated |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **7** | **Public liability insurance** | | | |  |
| 7.1 | Do you have public liability insurance? | | Yes / No | If no, go to question 7.6 |  |
|  | If yes, please provide details of the policy | | | |  |
| 7.2 | Insurance company | |  | |  |
| 7.3 | Policy number | |  | |  |
| 7.4 | Period of cover | |  | |  |
| 7.5 | Amount of cover (£m) | |  | |  |
| 7.6 | Please state what steps you are taking to obtain such insurance |  | | |  |

| **8** | **Disqualifications and convictions** | | |  |
| --- | --- | --- | --- | --- |
|  | Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from: | | |  |
| 8.1 | Keeping a pet shop? | Yes/No |  |  |
| 8.2 | Keeping a dog? | Yes / No |  |
| 8.3 | Keeping an animal boarding establishment? | Yes/No |  |
| 8.4 | Keeping a riding establishment? | Yes/No |  |
| 8.5 | Having custody of animals? | Yes/No |  |
| 8.6 | Has the applicant, or any person who will have control or management of the establishment, been convicted of any offences under the Animal Welfare Act 2006? | Yes/No |  |
| 8.7 | Has the applicant, or any person who will have control or management of the establishment, ever had a licence refused, revoked or cancelled? | Yes / No |  |
| 8.8 | If yes to any of these questions, please provide details, |  | |  |

| **9** | **Additional details** | |  |
| --- | --- | --- | --- |
|  | Please check local guidance notes and conditions for any additional information which may be required | |  |
| 9.1 | Additional information which is required or may be relevant to the application |  |  |

|  |  |  |
| --- | --- | --- |
| **10** | **Standard declaration and signature section** |  |