

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

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

Please complete all the questions in the form.

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

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1	Applicant details					
1.1	Name of applicant - Mr / Mr	s / Miss / Ms /	Other			
	Date Of Birth//	/				
1.2	Address of applicant:					
1.3	Contact telephone number:			Mobile:		
1.4	Email address:					
2	Premise to be licensed					
2.1	Name of premise / Business Name					
2.2	Address of premise					
2.3	Telephone number of premis	es				
2.4	Email address:					
2.5	Do you have planning permis	ssion for this bu	usiness use?	YES / NO If yes, what is the planning	ng ref	
3	Type of Application	T.				
3.1	Kennels			Home Boarding		
	Cattery			Day Care		
	Callory			Day Care		
	<u> </u>	l				
4	Type of Application					
4.1	New			Renewal		
4.2	Licence number					

5	Animals to be accommodated			
5.1	Cats	Yes / No	Maximum number	
	Dogs	Yes / No	Maximum number	

6	Accommodation and facilities	
6.1	Animal accommodation details,	
0.1	including: Number of units,	
	Size,	
	Type of construction ( for catteries	
	include details of sneeze barriers),	
	Heating arrangements,	
	Ventilation details.	
	Lighting arrangements (natural &	
	artificial)	
	Sleeping arrangements	
6.2	Forming for illiting and amount of the state	
0.2	Exercise facilities and arrangements	
6.3	Water supply details (private or public,	
	hot and cold supply)	
6.4	Facilities for food storage & preparation	
6.5	A	
0.5	Arrangements for disposal of excreta,	
	bedding and other waste material	
	(domestic or trade)	
	İ.	

6.6	Details of isolation facilities for the control of infectious diseases	
0.7		
6.7	Fire precautions/equipment and arrangements in the case of fire. Please provide	
6.8	Do you keep and maintain a register of animals?	
6.9	How do you propose to minimise disturbance from noise?	
6.10	Number of staff employed. Please provide written training policy for all staff.	
7	Votovinowy	
7.1	Veterinary surgeon  Name of usual veterinary surgeon	
7.2	Company name	
7.3	Address	
7.4	Telephone number	
7.5	Email address	
8	Emergency key holder	
8.1	Do you have an emergency key holder?	Yes / No
8.2	Name	
8.3	Position/job title	
8.4	Address	
8.5	Daytime telephone number	
8.6	Evening/other telephone number	
8.7	Email address	
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9	Public liability insurance	TX (N) (15 ) (1 ) (1 ) (1 ) (1 )
9.1	Do you have public liability insurance?	Yes/No If yes, please provide details of the policy and send a copy in with your application form
9.2	Insurance company	
9.3	Policy number	
9.4	Period of cover	
9.5	Amount of cover (£m)  Please state what steps you are taking	
9.6	to obtain such insurance	

10	Disqualifications and convictions	
	Has the applicant, or any person who will have control or management of the disqualified from:	ne establishment, ever been
10.1	Keeping a pet shop?	Yes / No
10.2	Keeping a dog?	Yes / No
10.3	Keeping an animal boarding establishment?	Yes / No
10.4	Keeping a riding establishment?	Yes / No
10.5	Having custody of animals?	Yes / No
10.6	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
10.7	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
10.8	If yes to any of these questions, please provide details,	

11	Additional details				
	Please check local guidance notes and conditions for any additional information which may be required				
11.1	Additional information which is required or may be relevant to the application:	Copy provided with application			
	Written staff training policy	Yes / No			
	Written procedures for:				
	Feeding regimes	Yes / No			
	Cleaning regimes	Yes /No			
	Transportation	Yes / No			
	Prevention and control of spread of disease	Yes / No			
	Death or escape of an animal	Yes / No			
	Plan of the premise	Yes / No			
	Documented policy for dealing with emergencies, including extremes of temperature and weather condition both hot and cold.	Yes / No			
	A written emergency plan to protect people and animals in case of fire or in case of breakdown for essential heating, ventilation and other emergencies.	Yes / No			
	Electrical testing certificate for all electrical installations	Yes / No			
	Documented policy for introduction of new dogs to existing group.	Yes / No			

## Standard declaration and signature section

Payment Details. I will make the payment of

\*£211.00 - Home Boarding

\*£257.00 - Kennels/Cattery

\*£241.00 - Doggy Day Care/Dog Creches

## **Declaration**

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I am aware of the provisions of The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018. I am not currently disqualified from keeping a pet shop or keeping animals. The details contained in the application form and any attached documentation are correct to the best of my knowledge and belief.

Signature(s): Date:	
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Please return this form to the Licensing Department Mansfield District Council, Civic Centre, Chesterfield Road South, Mansfield, Nottinghamshire. NG19 7BH.

## **Privacy Notice**

We will use the information provided by you for assessing your application. The basis under which the Council uses personal data for this purpose is a Legal Obligation.

The information that you have provided will be kept in accordance with the Council's retention schedule which can be found at <a href="https://www.mansfield.gov.uk/privacy">https://www.mansfield.gov.uk/privacy</a>

The information provided by you may also be used for the purpose of any other function carried out by the Council. Information about these functions and the legal basis on which information is used by them, your rights and the Council's Data Protection Officer (DPO) can be found on the Council's detailed privacy notice which can be found at <a href="https://www.mansfield.gov.uk/privacy">https://www.mansfield.gov.uk/privacy</a> or requesting a copy by writing to:

The Data Protection Officer Mansfield District Council Chesterfield Road South Mansfield Nottinghamshire NG19 7BH.

<sup>\*</sup> Please delete as appropriate.