



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

**Application for a licence to breed dogs**

Please complete all the questions in the form. If you have nothing to record, please state "Not applicable" or "None"

<b>1</b>	<b>Applicant Details</b>			
	Mr/Mrs/Miss/Ms - Please circle as appropriate			
1.1	Name of applicant	Date of Birth	/	/
1.2	Address of applicant			
1.3	Contact telephone number			
1.4	Email address			
<b>2</b>	<b>Premise to be Licenced</b>			
2.1	Name of premise / Business name			
2.2	Address of premise			
2.3	Telephone number of premises			
2.4	Email address			
2.5	Do you have planning permission for this business use? YES / NO <small>If yes, what is the planning ref</small>			
2.6	Are you the owner of the property to be licensed? YES/NO			
2.7	If No do you live in a Council property? YES/NO		Private Rented Property YES/NO	
<b>3</b>	<b>Type of Application</b>			
3.1	New		Renewal	
3.2	Licence Number			
<b>4</b>	<b>Animals to be Accommodated</b>			
4.1	Wholly indoors		Wholly outdoors	
	Combination of outdoors and indoors			
<b>5</b>	<b>Breeds of Dogs Concerned</b>			
5.1	Breed type:			
5.2	Number of bitches kept			
	Owned by the applicant		Co-owned by the applicant	
			On breeding terms	
5.3	Provide details of the ages of the studs kept:			

6	<b>Accommodation and Facilities</b>	
6.1	Animal accommodation details, including: Number of units, Size, Type of construction Heating arrangements, Ventilation details, Lighting arrangements (natural & artificial)	
6.2	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	Arrangements for disposal of excreta, bedding and other waste material (domestic or trade)	
6.6	Details of isolation facilities for the control of infectious diseases	
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.	

<b>7 Veterinary Surgeon</b>		
7.1	Name of usual veterinary surgeon	
7.2	Company name	
7.3	Address	
7.4	Telephone number	
7.5	Email address	

<b>8 Emergency Key Holder</b>		
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	

<b>9 Public Liability Insurance</b>		
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)	
9.6	Please state what steps you are taking to obtain such insurance	

<b>10 Disqualifications and Convictions</b>		
	Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from:	
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 Disqualifications and Convictions		
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:	Yes/No
	Feeding regimes	Yes/No
	Cleaning regimes	Yes/No
	Transportation	Yes/No
	Prevention and control of spread of disease	Yes/No
	Monitoring and ensuring health and welfare of all animals	Yes/No
	Death or escape of an animal (including the storage of carcasses)	Yes/No
	Plan of the premise	Yes/No
	Written procedure covering the care of the animals following the suspension or revocation of the licence or during or following an emergency	Yes/No
	Written procedure emergency plan to protect people and animals on the premises in the event of a fire or in case of breakdowns for essential heating, ventilation and aeration or filtration systems or other emergencies.	Yes/No
	Do you have a written healthcare plan proved by an appointed veterinarian including vaccination, internal and external parasite control, monitoring of weight and body condition score?	Yes/No
	Do you keep a record of any preventative or curative healthcare given to each dog?	Yes/No

12 Standard declaration and signature section	
---	--

**Payment Details:** I will make the payment of **\*£396.00 – New Application**  
**\*£237.00 – Renewal Application**

\* Delete as appropriate

### Declaration

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: \_\_\_\_\_

## **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 provided by you includes the following special categories of personal data:**

- **criminal history**

**Information in these categories is used by the Council on the basis that such use is necessary for reasons of substantial public interest, and in accordance with the provisions of the Data Protection Act 2018.**

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

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 <https://www.mansfield.gov.uk/privacy> or requesting a copy by writing to:

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

## **Licensing of Activities Involving Animals**

From 1st October 2018 the Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 came into effect.

### **Breeding Dogs**

An animal activities license is required for anyone who keeps a breeding establishment (Including private dwellings) for dogs which meets the following conditions:

- If in a 12 month period their dogs give birth to **3 litters or more**, regardless of whether they are in the business of breeding and selling dogs.
- Anyone "**in the business**" of breeding and selling dogs needs to be licensed regardless of the number of litters they have in a 12 month period. \*

### **Selling Animals as Pets**

An animal activities licence may be required for someone who is "in the business" of selling animals as pets. This includes all commercial selling of pet animals, including pet shops and businesses selling animals over the internet. This can be any types of pets, from cats, rabbits, rodents and other pets. \*

\* The decision as to whether you are classed as "in the business" of breeding and selling dogs, or selling animals as pets is decided by your local council and the requirements vary between each local council authority. Many local authorities apply a business test which they will use to determine whether an individual requires a license.