

Animal Boarding Establishments Act 1963
APPLICATION FOR LICENCE TO OPERATE AN ANIMAL BOARDING ESTABLISHMENT

1. Are you an agent acting on behalf of the applicant? Yes/No

2. Applicant(s) details

First name(s).....

Family name(s)

Email(s)

Main telephone number(s)

Other telephone number(s).....

Are you:

Applying as a business or organisation, including as a sole trader? Yes/No

Applying as an individual? Yes/No

3. Applicant Business

Is your business registered in the UK with Companies House? Yes/No

Is your business registered outside the UK? Yes/No

Business name.....

VAT number (if VAT registered)

Legal status - Private Limited Company, Partnership, Sole Trader, Public Limited Company, Charity or Association, Public Body

Your position in the business.....

4. Business Address (If the head office is different from the address of the premises to be licensed)

Building number or name.....Street.....

Town.....County.....

Postcode.....

5. Application details

Type of Application – New/Renewal

6. Animals To Be Accommodated

Cats Yes/No Dogs Yes/No

7. Premises to be licensed

Name of premises/trading name..... Building number or name.....

Street.....Town.....County.....

Postcode.....

8. Contact Details

Are the contact details the same as those given in section two? Yes/No

If not please supply contact –

Email(s)

Main telephone number(s)

Other telephone number(s).....

9. Accommodation & Facilities

Number and size of rooms to be used

Heating arrangements

Method of ventilation of premises

Lighting arrangements (natural and artificial)

Water Supply

Facilities for food storage and preparation

Arrangements for disposal of excreta, bedding and other waste material

Isolation facilities for the control of infectious diseases

Fire precautions/equipment and arrangements in the case of fire

Arrangements for keeping a register/record of animals

Arrangements for minimising the disturbance from noise

10. Veterinary Surgeon

Usual Veterinary Surgeon

Name.....

Address.....Postcode.....

Contact details: Email.....

Main telephone number.....

Other telephone number.....

11. Emergency Key Holder

Do you have an emergency key holder? Yes/No

12. Disqualifications and Convictions

Has the applicant or any person who will have control or management of the establishment, ever been disqualified from:

Keeping a pet shop? Yes/No

Keeping a dog? Yes/No

Keeping an animal boarding establishment? Yes/No

Keeping a riding establishment? Yes/No

Having custody of animals? Yes/No

Has the applicant, or any person who will have control or management of the establishment, been convicted of any offences under Animal Welfare or Wildlife Legislation? Yes/No

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

13. Additional Details

Please provide any additional information which is required or relevant to your application (please check for any local guidance notes and conditions of specific requirements in this area)

14. Payment details

*Please ensure that your application includes the fee payment - Fees can be found on our web page.
You can pay by credit/debit card by phoning us on 01264 368000.
You can also apply and pay on line.
Cheques should be made payable to Test Valley Borough Council*

15. Declaration

I am aware of the provisions of The Animal Boarding Establishments Act 1963. The details contained in the application form and any attached documentation is correct to the best of my knowledge and belief.

(This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?")

I/We have read and understood the above declaration

Full name of Applicant(s).....

Capacity.....

Signature of Applicant(s).....

Date (dd mm yyyy)

All personal information collected through this application will be held on file (either manually or electronically) by Test Valley Borough Council and be used for purposes in connection with Animal Boarding Licence administration and management. Additionally, information may be provided upon request to other Test Valley Borough Council Services for the purposes of the prevention and detection of fraud and crime.