



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

Application for a licence to sell animals

Standard applicant profile section					
Reference number					
System reference Number					
Your reference					
Agent					
Are you an agent acting on behalf of the applicant	yes		No		
Further information about the Agent					
Name					
Address					
Email					
Main telephone number					
Other telephone number					
Applicant details					
Name					
Address					
Email					
Main telephone number					
Other telephone number					
Applying as a business or organisation, including a sole trader	Yes		No		
Applying as an individual	Yes		No		
Further information about the applicant					
Date of birth					
Applicant Business					
Is your company registered with companies house	yes		No		
Registration Number					
Is your business registered outside the UK					
VAT Number					
Legal status of the business					
Your position in the business					
The country where your head office is located.					
Business Address – This should be your official address – The address required of you by law to receive all communication					
Building name or number					
Street					
District					
City or Town					

County or administrative area	
Post Code	
Country	

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

Type of Business		
Pet Shop		
Home Sales		
Internet Sales		
Wholesales		
Third Party Sales		
Hobby Sales (Pet Fairs)		
Sale of animals to the public as pets by means of a fixed or minimum donation		
Other please state		

Type of Application	New		Renewal		
Existing licence number					
Further details about the applicant					
Do you have any training certificates or qualifications?	Yes / No				
Please provide details of training certificates and qualifications					
Please provide details of relevant experience					
Date of birth					

Premises to be licensed		
Name of premises/trading name		
Address of premises		
Telephone number of premises		
Email address		
Do you have planning permission for this business use.	Yes/No	

Accommodation and facilities		
Number and size of rooms to be used		
Heating arrangements		
Method of ventilation of premises		
Lighting arrangements (natural & artificial)		

Water supply		
Facilities for food storage & 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		
Do you keep and maintain a register of animals?	Yes / No	
When the premises is closed what arrangements are in place to ensure the welfare of animals.		

Animals to be sold					
Please provide details of the animals to be sold					
Type		Maximum Number	Details of accommodation including size	Age at which to be sold	
Dogs / puppies	Yes/No				
Cats /kittens	Yes/No				
Chipmunks	Yes/No				
Rabbits & caviies	Yes/No				
Hamsters	Yes/No				
Rats, mice & gerbils	Yes/No				
Larger domesticated mammals, e.g. goats, pot-bellied pigs	Yes/No				
Primates e.g. marmosets	Yes/No				
Parrots, parakeets and macaws	Yes/No				
Pigeons	Yes/No				
Other large birds (please specify)	Yes/No				
Budgerigars, finches and other small birds	Yes/No				
Tortoises	Yes/No				
Snakes and lizards	Yes/No				
Tropical fish	Yes/No				

Animals to be sold					
Please provide details of the animals to be sold					
Marine fish	Yes/No				
Cold water fish	Yes/No				
Any other species (please specify)	Yes/No				

Veterinary surgeon	
Name of usual veterinary surgeon	
Company name	
Address	
Telephone number	
Email address	

Emergency key holder		
Do you have an emergency key holder?	Yes / No	
Name		
Position/job title		
Address		
Daytime telephone number		
Evening/other telephone number		
Email address		
Add another person?	Yes / No	

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 the Animal Welfare Act 2006?	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	
If yes to any of these questions, please provide details,		

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

Payment
Payment must be made at the time of making the application

Model Licence Conditions & Guidance		
All applicants to tick that they have read the applicable model licence conditions & guidance		
Pet Vending		
Animal Boarding		
Performing Animals		
Riding Establishments		
The Breeding and Sale of Dogs		

Additional Information		
Please attach the following Information		
A plan of the premises		
Insurance policy		
Operating procedures		
Risk Assessments (including Fire)		
Infection control procedure		
Qualifications		
Training records		

Declaration		
This section must be completed by the applicant. If you are an agent please ensure this section is completed by the applicant.		
I am aware of the provisions of the relevant Act and model licence conditions. The details contained in the application form and any attached documentation are correct to the best of my knowledge and belief.		
Ticking this box indicates you have read and understood the above declaration		
Full Name		
Capacity		
Date		