



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

Application for a licence to operate an animal boarding establishment

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							
Type of Application							
Commercial Boarding		Home Boarding		Day Care			
Type of Application		New		Renewal			
Existing licence number							
Animals to be accommodated							
Animals to be accommodated							
Cats		Yes/No	Maximum number				
Dogs		Yes/No	Maximum number				
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							
Details of the quarters used to accommodate animals, including number, size and type of construction							
Exercise facilities and arrangements							
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					
How do you propose to minimise disturbance from noise?							
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		
Public liability insurance			
Do you have public liability insurance?	Yes / No		
If yes, please provide details of the policy			
Insurance company			
Policy number			
Period of cover			
Amount of cover (£m)			
Please state what steps you are taking to obtain such insurance			
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		
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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		