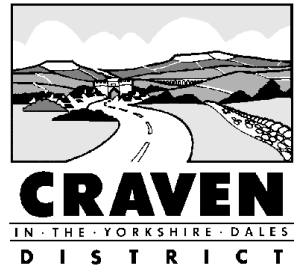


Craven District Council

The Animal Boarding Establishments Act 1963

Application for the Grant/ Renewal of a Licence to Keep a Boarding Establishment for Animals



Please read the notes at the foot of this form before completing it

1. Applicant(s)

Full name(s)

Date of birth:

Address (including postcode)

.....

Telephone number(s).....

Mobile number:

E-mail address:

2. Premises

Name (if any)

Address (including postcode)

.....

.....

Name and telephone number of person through whom inspection of the premises can be arranged

3. Offences, disqualifications etc.

Have you (or any other person who may be involved in the control or management of the premises) ever been

(a) Convicted of any offences involving animals?

Yes / No

(b) Disqualified under animal related legislation?

Yes / No

(c) Ever had a licence refused, revoked or cancelled?

Yes / No

If the answer to this question is 'yes', please supply full details on a separate sheet. Any information supplied is subject to the Rehabilitation of Offenders Act 1974.

4. Animals

How many cats do you intend to board?

How many dogs do you intend to board?

5. Animal accommodation and husbandry

What type of accommodation will you be using for:

Cats

Dogs

What steps will you take to ensure that the animals will, at all times, be kept in accommodation suitable in respect of:

(a) Construction

.....

(b) Size of quarters

.....

(c) Number of occupants

.....

(d) Exercise facilities

.....

(e) Temperature

.....

(f) Lighting (natural and artificial).....

.....
(g) Ventilation

.....
(h) Cleanliness

6. Describe the steps that will be taken to ensure that the animals will be adequately supplied with:

(a) Food

.....
.....

(b) Drink

.....
.....

(c) Clean bedding material.....

.....
.....

Describe the steps will be taken to ensure that the animals will be:

(d) Adequately exercised

.....
.....

(e) Visited at suitable intervals

.....
.....

All business waste must be disposed of at an approved site.

How do you propose to dispose of *waste material from the establishment?

.....

.....

.....

*Waste material – anything that is no longer required is waste, this may include old mail, advertising materials you have been sent and do not want, used cleaning products, remains of food eaten on your premises, cardboard, sweepings, packaging including boxes and bags as well as animal faeces.

7. Fire precautions

What steps do you intend to take for securing that the animals will be protected in case of fire (please list any equipment provided)

.....

.....

.....

8. Disease control

What steps do you intend to take for preventing and controlling the spread of infectious or contagious disease?

.....

.....

What isolation facilities will be provided?

.....

.....

9. Register of animals

What arrangements will be made for keeping a register/ record of animals kept at the premises?.....

.....

10 Veterinary treatment

Please give details of your Veterinary Surgeon or practitioner.

Name

Address

.....

Telephone number:

11. Year of licence validity

All licences expire on 31st December each year. If a licence is to be granted, do you wish it to start (and therefore end) in the year in which you applied for it, or in the following year? (please circle one of the following).

This year / Next year

12. Proposed licence conditions

You have the right to appeal against any licence conditions, which the Council intends to impose. Do you wish to be notified of the proposed conditions?

(See note 5 below before answering this question)

Yes / No

13. Declarations, etc.

I / We hereby apply for a licence under The Animal Boarding Establishments Act 1963.

I / We understand my / our responsibilities under the Act.

I / We declare that the information I / we have given is complete and correct.

I / We enclose the licence fee of £.....

(Cheques are to be made payable to Craven District Council).

13. Signature(s).....

.....

Date.....

Notes

1. Please complete this form in block capital letters and return it to:- Environmental Health, Craven District Council, 1 Belle Vue Square, Broughton Road, Skipton, BD23 1FJ.
2. Failure to submit an application for renewal **before** the current licence expires (31st December) will result in a lapse of the licence and all licensable activity must cease until an application for the **grant** of a licence has been processed and a new licence issued.
3. The Council's Animal Health and Control Officers will deal with the technical aspects of this application. The appropriate Officer can be contacted on Telephone number 01756 706369.
4. The licence fee is fixed in April each year. If the application is made near this date, please check the fee prior to submitting it.

The applicant should bear in mind that

- (a) The proposed licence conditions will only be determined at the end of the application process; and
- (b) If no licence is currently in force the activity for which the licence is being applied for cannot be started/ carried on. You should seek independent legal advice if you have any queries about this issue.

For office use only

Date: Time:

Officer:

Receipt number: Fee: £.....

Licence number: Issue date: