

Standard Applicant Profile Section 1

1	Reference number	
1.1	System reference Number (if known)	
1.2	Your reference (if known)	

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

2a	Agent				
2.1	Are you an agent acting on behalf of the applicant	Yes		No	If no, go to 3.1
2b	Further information about the Agent				
2.2	Name				
2.3	Address				
2.4	Email				
2.5	Main telephone number				
2.6	Other telephone number				

3	Applicant details				
3.1	Name				
3.2	Address				
3.3	Email				
3.4	Main telephone number				
3.5	Other telephone number				
3.6	Are you applying as a business or organisation, including a sole trader	Yes		No	
3.7	Are you applying as an individual	Yes		No	

4a	Applicant Business				
4.1	Is your company registered with companies house	Yes		No	If no, go to 4.3
4.2	Registration Number				
4.3	Is your business registered outside the UK				
4.4	VAT Number				
4.5	Legal status of the business				
4.6	Your position in the business				
4.7	The country where your head office is located.				
4b	Business Address – This should be your official address – The address required of you by law to receive all communication				
4.8	Building name or number				
4.9	Street				
4.10	District				

4a	Applicant Business	
4.11	City or Town	
4.12	County or administrative area	
4.13	Post Code	
4.14	Country	

**The Animal Welfare (Licensing of Activities Involving Animals) (England) 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"

1a	Type of Application					
1.1	Type of Application		New		Renewal	
1.2	Existing licence number					
1b	Animals to be accommodated					
1.3	Wholly indoors		Wholly outdoors		Combination of outdoors and indoors	
1.4	Breeds of dogs concerned					
1.5	Number of bitches kept					
1.6	Owned by the applicant		Co owned by the applicant		On breeding terms	
1.7	Provide details of the ages of bitches kept.					
1.8	Number of studs kept					
1.9	Owned by the applicant		Co owned by the applicant		On breeding terms	
1.10	Provide details of the ages of the studs kept					
1c	Further information about the applicant					
1.11	Date of birth					

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

3	Accommodation and facilities					
3.1	Details of the quarters used to accommodate animals, including number, size and type of construction					
3.2.	Exercise facilities and arrangements					

3	Accommodation and facilities	
3.3	Heating arrangements:	
3.4	Method of ventilation of premises	
3.5	Lighting arrangements (natural & artificial)	
3.6	Water supply	
3.7	Facilities for food storage & preparation	
3.8	Arrangements for disposal of excreta, bedding and other waste material	
3.9	Isolation facilities for the control of infectious diseases	
3.10	Fire precautions/equipment and arrangements in the case of fire	
3.11	Do you keep and maintain a register of animals?	Yes/No
3.12	How do you propose to minimise disturbance from noise?	

4	Veterinary surgeon	
4.1	Name of usual veterinary surgeon	
4.2	Company name	
4.3	Address	
4.4	Telephone number	
4.5	Email address	

5a	Emergency key holder	
5.1	Do you have an emergency key holder?	Yes/No
5.2	Name	If no, go to 6.1
5.3	Position/job title	
5.4	Address	
5.5	Daytime telephone number	
5.6	Evening/other telephone number	
5.7	Email address	
5.8	Add another person?	Yes/No
5b	Emergency key holder 2	
5.9	Do you have an emergency key holder?	Yes/No
5.10	Name	If no, go to 6.1
5.11	Position/job title	
5.12	Address	

5.13	Daytime telephone number	
5.14	Evening/other telephone number	
5.15	Email address	

6	Public liability insurance	
6.1	Do you have public liability insurance?	Yes/No If no, go to 6.6
6.2	Please provide details of the policy	
6.3	Insurance company	
6.4	Policy number	
6.5	Period of cover	
6.6	Amount of cover (£)	
6.7	Please state what steps you are taking to obtain such insurance	

7	Disqualifications and convictions	
	Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from:	
7.1	Keeping a pet shop?	Yes/No
7.2	Keeping a dog?	Yes/No
7.3	Keeping an animal boarding establishment?	Yes/No
7.4	Keeping a riding establishment?	Yes/No
7.5	Having custody of animals?	Yes/No
7.6	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
7.7	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
7.8	If yes to any of these questions, please provide details,	

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

Standard Declaration Section

1	Model Licence Conditions & Guidance	
	All applicants to tick that they have read the applicable model licence conditions & guidance	
1.1	Selling Animals as Pets	
1.2	Animal Boarding	
1.3	Performing Animals	
1.4	Riding Establishments	
1.5	The Breeding and Sale of Dogs	

2	Additional Information	
	Please attach the following Information	
2.1	A plan of the premises	
2.2	Insurance policy	
2.3	Operating procedures	
2.4	Risk Assessments (including Fire)	
2.5	Infection control procedure	
2.6	Qualifications	
2.7	Training records	

3	Declaration	
3.1	This section must be completed by the applicant. If you are an agent please ensure this section is completed by the applicant.	
3.2	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.	
3.3	Signing this box indicates you have read and understood the above declaration	
3.4	Full Name	
3.5	Capacity	
3.6	Date	

WEST LINDSEY DISTRICT COUNCIL

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

Form of Agreement to Pay Veterinary Surgeon/Practitioner Fees:

Application for Licence to Breed Dogs

To: The Licensing Department
West Lindsey District Council
Guildhall
Marshall's Yard
Gainsborough
Lincolnshire
DN21 2NA

Further to my application for a licence to breed dogs at:

Insert address

I/We understand that the Council will appoint a veterinary surgeon/practitioner, who they consider competent, to inspect the proposed premises.

I/We agree to pay the fees rightfully incurred in connection with my application.

I understand that the licence will not be determined until these fees have been paid.

DATE:.....

SIGNATURES:.....

FULL NAME(S):.....

There are 2 parts to the cost of a licence, 'Part A' fee which is due on application, and a 'Part B' fee which is due after inspection, you can choose to pay it all when applying or the 'Part B' after inspection, all premises will be inspected. Licences will not be issued until the full amount of Part A and B have been received.

Please return the completed form and fee as detailed below, (payments can be made by card by phoning 01427 676676 and speaking to a customer services advisor, please write your receipt number on top of the form)

Dog Breeding Part A - £228 Part B - £102

All new Breeding Establishments require a visit from a Vet and a Council Officer, the cost of the Vet visit will be invoiced to you separately, no licences will be issued until full payment has been received.

The Licensing Team, West Lindsey District Council, Guildhall, Marshall's Yard, Gainsborough, Lincolnshire, DN21 2NA

All Breeding Establishments require a visit from a Vet and a Council Officer, this cost will be invoiced to you separately, no licences will be issued until full payment has been received.

Privacy Notice: We will use the information you give us to (a) do the tasks we need to do for the job shown in the title of this form (b) carry out any of our official business (c) stop fraud or crime. To find out more about why we need your information, what we do with it and how to contact us if you have any concerns or questions please read our privacy notice.

This can be viewed using the following link: www.west-lindsey.gov.uk/licensing-privacy/.

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information see www.west-lindsey.gov.uk/fairprocessingnotice department on, 01427 676560, FinanceTeam@west-lindsey.gov.uk.

If you would like a copy of this document in large, clear print, audio, braille or in another language, please telephone: -

01427 676676

Guildhall, Marshall's Yard, Gainsborough, Lincolnshire, DN21
2NA Tel: 01427 676676
www.west-lindsey.gov.uk

For office use: payment code CL02/8060