

APPLICATION FOR A LICENCE TO KEEP OR TRAIN ANIMALS FOR EXHIBITION



THE ANIMAL WELFARE (LICENSING OF ACTIVITIES INVOLVING ANIMALS) REGULATIONS 2018

Please complete all the questions in the form.

If you have nothing to record, please state "Not applicable" or "None"

Please use additional sheets as necessary

I	Reference Information	
1.1	Premises Reference Number (if known)	
1.2	Your Reference (if known)	

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	First Name					
	Family Name (Surname)					
3.2	Address					
3.3	Date of Birth of Applicant (s)					
3.4	Email					
3.5	Main Telephone Number					
3.6	Other telephone Number					
3.7	Are you applying as a business or organisation, including a sole trader	Yes		No		
3.8	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					
4.11	City or Town					
4.12	County or administrative area					
4.13	Post Code					
4.14	County					

5	Type of business/performance (please tick)	
5.1	TV/Film/Social Media	
5.2	Theatre	
5.3	Circus using domestic animals	
5.4	Exhibiting Animals	
5.5	Animal Encounters	
5.6	Birds of Prey shows/exhibits	
5.7	Other please state	

6	Application Details					
6.1	Have you been registered/licenced before	yes		No		If no go to 6b
6.2	Local Authority where registered/licenced					
6.3	Give details of registration e.g. type and numbers of animals, type of performance or exhibition.					

6b	Further information about the applicant	
6.4	Stage name (if any)	
6.5	Nationality	
6.6	Date of birth	

7	Animals to be trained	
7.1	Name of premises/trading name	
7.2	Address of premises	
7.3	Telephone number of premises	
7.4	Email address	

8	Kinds of animal to be trained and the number of each kind	
8.1	Kind of animal	
8.2	Number	
8.3	Add another kind of Animal?	Yes/No If yes, repeat 8.1 to 8.2 please use an additional sheet

9	Proposed Performance or Encounter	
9.1	Describe the nature of the performance (s) in which the animals will be exhibited or for which they are to be trained, mentioning any apparatus, which is used for the purpose of the performance. The description must be sufficient to give a general idea of what is done by the animals taking part in the performance. If it is an animal encounter please give details of what type of encounter and where these are to take place.	
9.2	Approximate duration of the performance (s)	
9.3	Number of times the performance will be given in one day.	
9.4	How will the animals be transported	
9.5	Where are the animals to be kept when not performing or being exhibited?	

10	Veterinary surgeon	
10.1	Name of usual veterinary surgeon	
10.2	Company name	
10.3	Address	
10.4	Telephone number	
10.5	Email address	

11	Emergency key holder			
11.1	Do you have an emergency key holder?	Yes / No	If no, go to 12	
11.2	Name			
11.3	Position/job title			
11.4	Address			
11.5	Daytime telephone number			
11.6	Evening/other telephone number			
11.7	Email address			
11.8	Add another person?	Yes / No	If yes, 11.2 to 11.8 will be repeated	

12	Disqualifications and convictions			
	Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from:			
12.1	Keeping a pet shop?	Yes/No		
12.2	Keeping a dog?	Yes/No		
12.3	Keeping an animal boarding establishment?	Yes/No		
12.4	Keeping a riding establishment?	Yes/No		
12.5	Having custody of animals?	Yes/No		
12.6	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		
12.7	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		
12.8	If yes to any of these questions, please provide details,			

13	Public liability insurance			
13.1	Do you have public liability insurance?	Yes / No	If no, go to question 13.6	
	If yes, please provide details of the policy			
13.2	Insurance company			
13.3	Policy number			
13.4	Period of cover			
13.5	Amount of cover (£m)			
13.6	Please state what steps you are taking to obtain such insurance			

14	Accreditation			
14.1	Is your business certified by a UKAS accredited Body?	Yes/No		
14.2	Please provide details of the accreditation including date when the accreditation commenced, standard achieved and last inspection date			

15	Business marketing	
15.1	Do you advertise your business?	Yes/No
15.2	Please provide details where you advertise your business activities, e.g. website, websites used. Apps used, newspapers, publication advertising	

16	Additional Information	
	Please attach the following Information	
16.1	A plan of the premises	
16.2	Insurance policy	
16.3	Operating procedures	
16.4	Risk Assessments (including Fire)	
16.5	Infection control procedure	
16.6	Qualifications	
16.7	Training records	

17	Additional details	
	Please check local guidance notes and conditions for any additional information which may be required	
17.1	Additional information, which is required or may be relevant to the application. Please use additional sheets as necessary.	

18	Model Licence Conditions & Guidance	
	All applicants to tick that they have read the applicable model licence conditions & guidance	
18.1	Performing Animals	

19	Standard declaration and signature section	
19.1	The applicant must complete this section. If you are an agent, please ensure the applicant completes this section.	
19.2	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.	
19.3	Signing this box indicates you have read and understood the above declaration	
19.4	Full Name	
19.5	Capacity	
19.6	Date	

The completed application form, associated documents and plans should be sent to:

Licensing Office

Plymouth City Council

Windsor House

Plymouth,

PL6 5UF

T: 01752 - 304141

E: licensing@plymouth.gov.uk