



APPLICATION FOR ANIMAL ACTIVITY LICENCE

Application form part 1

Section A. Type of activity to be authorised: please tick relevant box(es)	
Selling animals as pets	<input type="checkbox"/>
Animal boarding (in a business premises or day care)	<input type="checkbox"/>
Home Boarder	<input type="checkbox"/>
Home Boarder – Franchisee arrangers licence (excludes inspection fee per host)	<input type="checkbox"/>
Home Boarder – Assessment of host as part of a franchisee licence	<input type="checkbox"/>
Hiring out horses	<input type="checkbox"/>
Keeping or training animals for exhibition	<input type="checkbox"/>
Breeding dogs (commercial or domestic dwelling)	<input type="checkbox"/>
Please also complete the appropriate part 2 form for the activity/activities you are applying for.	

Section B. Type of application	New <input type="checkbox"/>	Renewal <input type="checkbox"/>
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Section C. Agent details please fill in this section if you are completing this form on behalf of the applicant, otherwise proceed to section D.			
Name of agent business			
Surname		Mr/Mrs/Miss/Ms (delete as applicable)	
First names (in full)			
Address			
	Postcode		
Telephone number		Mobile number	
Email address			

Section D. Applicant type	
Applying as a business or organisation, including a sole trader (complete section E)	<input type="checkbox"/>
Applying as an individual (complete section F)	<input type="checkbox"/>

Section E. Business Applicant details	
Registered name	
Company number	

Registered address			
	Postcode		
Telephone number		Mobile number	
Email address			

Section F. Individual Applicant Details			
Surname			Mr/Mrs/Miss/Ms (delete as applicable)
First names (in full)			
Address	Postcode		
Telephone number		Mobile number	
Email address			

Section G. Business details to be completed by all applicants	
Name of business	

Full address(es) of premises to be licensed	Postcode
Contact details used by the business Please include details of phone numbers, email addresses, and websites associated with the business	

Section H. Guidance Notes

The Law

The applicable legislation is The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 (hereafter referred to as the 'Regulations').

Application process

The completed forms, fees and any enclosures should be forwarded to Licensing Team at

Email: licensing@wokingham.gov.uk

Licensing, Wokingham Borough Council, Civic Offices, Shute End, Wokingham RG40 1BN

Phone 0118 974 6000

Fees

For fees and payment methods please see the licensing page on the council's website
www.wokingham.gov.uk

Once your application has been received you will be contacted with any queries or otherwise to arrange an inspection of your premises.

Should your application be refused or subsequently revoked, there is a right of appeal to the First-tier Tribunal within 28 days of the decision being made.

Conditions General conditions are attached to every licence. There are also activity specific conditions. Copies of the general and specific conditions are available on the Council website or upon request from the Licensing Section. You should familiarise yourself with these conditions before making your application.

Inspections

Officers authorised by the council will inspect the premises for compliance with the Regulations and conditions, before granting a licence and without notice when a licence is in force. The standards found at the inspection and nature of activities carried out determine the length of licence issued; 1 to 3 years.

Application form

The application form consists of two parts. This form is part 1. Part 2 will be different depending upon which licensable activities you are applying for. If you are unsure about which form(s) to complete, please contact the licensing team or check the website for guidance.

Disqualified persons

The following persons may not apply for a licence as per schedule 8 of the Regulations:

- A person who has at any time held a licence which was revoked under regulation 15 of The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018
- A person who has at any time held a licence which was revoked under regulation 17 of the Animal Welfare (Breeding of Dogs) (Wales) Regulations 2014.
- A person who has at any time held a licence which was revoked under regulation 13 of the Welfare of Wild Animals in Travelling Circuses (England) Regulations 2012.
- A person who is disqualified under section 33 of the Welfare of Animals Act (Northern Ireland) 2011.
- A person who has at any time held a licence which was revoked under regulation 12 of the Welfare of Racing Greyhounds Regulations 2010.
- A person who is disqualified under section 34 of the Animal Welfare Act 2006.
- A person who is disqualified under section 40(1) and (2) of the Animal Health and Welfare (Scotland) Act 2006.
- A person who is disqualified under section 4(1) of the Dangerous Dogs Act 1991.
- A person who is disqualified under Article 33A of the Dogs (Northern Ireland) Order 1983.
- A person who is disqualified under section 6(2) of the Dangerous Wild Animals Act 1976(8) from keeping a dangerous wild animal.
- A person who is disqualified under section 3(3) of the Breeding of Dogs Act 1973(9) from keeping a breeding establishment for dogs.
- A person who is disqualified under section 4(3) of the Riding Establishments Act 1964(10) from keeping a riding establishment.
- A person who is disqualified under section 3(3) of the Animal Boarding Establishments Act 1963(11) from keeping a boarding establishment for animals.
- A person who is disqualified under section 5(3) of the Pet Animals Act 1951(12) from keeping a pet shop.
- A person who is disqualified under section 1(1) of the Protection of Animals (Amendment) Act 1954(13) from having custody of an animal.
- A person who is disqualified under section 4(2) of the Performing Animals (Regulation) Act 1925(14).
- A person who is disqualified under section 3 of the Protection of Animals Act 1911(15) from the ownership of an animal.

Section I. Declaration (please read and tick to confirm)

I agree to permit a Council officer, appointed inspector, veterinary surgeon, or veterinary practitioner authorised by the Council to inspect the premises before any licence is granted

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I have read and understood the general conditions that apply to all licences granted under the Regulations and agree to abide by these conditions should a licence be granted

☐

I have read and understood the specific conditions that apply to any activity that I have applied for, and agree to abide by these conditions should a licence be granted

☐

I certify that I am not disqualified from applying for a licence based upon any of the reasons mentioned within section H		<input type="checkbox"/>
I have completed the appropriate part 2 application form for the activity/activities I am applying for		<input type="checkbox"/>
I understand that once granted, a licence may be suspended or revoked at any time if licence conditions are not being complied with, if there has been a breach of the Regulations, if any information supplied by myself as the prospective licence holder is found to be false or misleading, or if it is necessary to protect the welfare of an animal		<input type="checkbox"/>
Signed		
Print name		
Date signed		