

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

**Application for a licence to sell animals as pets**

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

<b>1 Type of Business</b>	
1.1	Pet Shop
1.2	Home Sales
1.3	Internet Sales
1.4	Wholesales
1.5	Third Party Sales
1.6	Hobby Sales
1.7	Sale of animals to the public as pets by means of a fixed or minimum donation
1.8	Other please state

<b>2 Type of Application</b>			
2.1	Type of Application	New	Renewal
2.2	Existing licence number	If new, go to 2.3	
<b>2b Further details about the applicant</b>			
2.3	Do you have any training certificates or qualifications?	Yes / No	If no, go to 2.5
2.4	Please provide details of training certificates and qualifications		
2.5	Please provide details of relevant experience		
2.6	Date of birth		

<b>3 Premises to be licensed</b>	
3.1	Name of premises/trading name
3.2	Address of premises
3.3	Telephone number of premises
3.4	Email address
3.5	Do you have planning permission for this business use.
	Yes/No

<b>4 Accommodation and facilities</b>	
4.1	Number and size of rooms to be used
4.2	Heating arrangements
4.3	Method of ventilation of premises
4.4	Lighting arrangements (natural & artificial)
4.5	Water supply
4.6	Facilities for food storage & preparation
4.7	Arrangements for disposal of excreta, bedding and other waste material
4.8	Isolation facilities for the control of infectious diseases
4.9	Fire precautions/equipment and arrangements in the case of fire

4.10	Do you keep and maintain a register of animals?	Yes / No	
4.11	When the premises is closed what arrangements are in place to ensure the welfare of animals.		

<b>5 Animals to be sold</b>					
Please provide details of the animals to be sold					
	Type		Maximum Number	Details of accommodation including size	Age at which to be sold
5.1	Dogs / puppies	Yes/No			
5.2	Cats /kittens	Yes/No			
5.3	Chipmunks	Yes/No			
5.4	Rabbits & cavies	Yes/No			
5.5	Hamsters	Yes/No			
5.6	Rats, mice & gerbils	Yes/No			
5.7	Larger domesticated mammals, e.g. goats, pot-bellied pigs	Yes/No			
5.8	Primates e.g. marmosets	Yes/No			
5.9	Parrots, parakeets and macaws	Yes/No			
5.10	Pigeons	Yes/No			
5.11	Other large birds (please specify)	Yes/No			
5.12	Budgerigars, finches and other small birds	Yes/No			
5.13	Tortoises	Yes/No			
5.14	Snakes and lizards	Yes/No			
5.15	Tropical fish	Yes/No			
5.16	Marine fish	Yes/No			
5.17	Cold water fish	Yes/No			
5.18	Any other species (please specify)	Yes/No			

<b>6 Veterinary surgeon</b>	
6.1	Name of usual veterinary surgeon
6.2	Company name
6.3	Address
6.4	Telephone number
6.5	Email address

<b>8a Emergency key holder</b>		
8.1	Do you have an emergency key holder?	Yes/No
8.2	Name	If no, go to 9.1
8.3	Position/job title	
8.4	Address	
8.5	Daytime telephone number	
8.6	Evening/other telephone number	
8.7	Email address	
8.8	Add another person?	Yes/No
8.8		If no, go to 9.1
<b>8b Emergency key holder 2</b>		
8.3	Name	
8.4	Position/job title	

8.5	Address	
8.6	Daytime telephone number	
8.7	Evening/other telephone number	
8.8	Email address	

<b>9</b>	<b>Disqualifications and convictions</b>	
	Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from:	
9.1	Keeping a pet shop?	<b>Yes/No</b>
9.2	Keeping a dog?	<b>Yes/No</b>
9.3	Keeping an animal boarding establishment?	<b>Yes/No</b>
9.4	Keeping a riding establishment?	<b>Yes/No</b>
9.5	Having custody of animals?	<b>Yes/No</b>
9.6	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?	<b>Yes/No</b>
9.7	Has the applicant, or any person who will have control or management of the establishment, ever had a licence refused, revoked or cancelled?	<b>Yes/No</b>
9.8	If yes to any of these questions, please provide details,	

<b>10</b>	<b>Additional details</b>	
	Please check local guidance notes and conditions for any additional information which may be required	
10.	Additional information which is required or may be relevant to the application	

#### **DATA PROTECTION – Keeping your personal information safe**

Any data that you provide will be stored and processed by Watford Borough Council or its appointed agents in accordance with the law.

Information collected may be shared with other Council departments and/or organisations the Council works with who assist us in the performance of our functions. It may also be shared with outside organisations such as the Police, DWP, and County Council, to prevent and detect crime. It may be shared with insurance companies and bodies responsible for auditing or administering public funds for the prevention and detection of fraud.

Further information on the Council's obligations to safeguard your personal information and your rights on accessing data held about you can be found on the Council's website at:

<https://www.watford.gov.uk/privacynotice> and <https://www.watford.gov.uk/ehlprivacynotice> or by telephoning 01923 278000