

**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 as indicated on the form.
If you have nothing to record, please state "Not applicable" or "None"

1	Reference number	
1.1	Payment reference number	

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		If yes, go to 4.1
3.7	Are you applying as an individual	Yes		No		If yes, go to 3.8 then 5.1
3.8	Date of birth					

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					

4a	Applicant 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	Country		

5	Type of Business		
5.1	Pet Shop		
5.2	Home Sales		
5.3	Internet Sales		
5.4	Wholesales		
5.5	Third Party Sales		
5.6	Hobby Sales		
5.7	Sale of animals to the public as pets by means of a fixed or minimum donation		
5.8	Other please state		

6	Type of Application				
6.1	Type of Application	New		Renewal	If new, go to 6.3
6.2	Existing licence number				
6b	Further details about the applicant				
6.3	Do you have any training certificates or qualifications?	Yes / No	If no, go to 6.5		
6.4	Please provide details of training certificates and qualifications				
6.5	Please provide details of relevant experience				

7	Premises to be licensed		
7.1	Name of premises/trading name		
7.2	Address of premises		
7.3	Telephone number of premises		
7.4	Email address		
7.5	Do you have planning permission for this business use?	Yes/No	

8	Accommodation and facilities	
8.1	Number and size of rooms to be used	
8.2	Heating arrangements	

8.3	Method of ventilation of premises	
8.4	Lighting arrangements (natural & artificial)	
8.5	Water supply	
8.6	Facilities for food storage & preparation	
8.7	Arrangements for disposal of excreta, bedding and other waste material	
8.8	Isolation facilities for the control of infectious diseases	
8.9	Fire precautions/equipment and arrangements in the case of fire	
8.10	Do you keep and maintain a register of animals?	Yes / No
8.11	When the premises is closed what arrangements are in place to ensure the welfare of animals.	

9 Animals to be sold					
Please provide details of the animals to be sold					
	Type		Maximum Number	Details of accommodation including size	Age at which to be sold
9.1	Dogs / puppies	Yes/No			
9.2	Cats /kittens	Yes/No			
9.3	Chipmunks	Yes/No			
9.4	Rabbits & cavies	Yes/No			
9.5	Hamsters	Yes/No			
9.6	Rats, mice & gerbils	Yes/No			
9.7	Larger domesticated mammals, e.g. goats, pot-bellied pigs	Yes/No			
9.8	Primates e.g. marmosets	Yes/No			
9.9	Parrots, parakeets and macaws	Yes/No			
9.10	Pigeons	Yes/No			
9.11	Other large birds (please specify)	Yes/No			
9.12	Budgerigars, finches and other small birds	Yes/No			
9.13	Tortoises	Yes/No			
9.14	Snakes and lizards	Yes/No			
9.15	Tropical fish	Yes/No			
9.16	Marine fish	Yes/No			
9.17	Cold water fish	Yes/No			
9.18	Any other species (please specify)	Yes/No			

10 Veterinary surgeon	
10.1	Name of usual veterinary surgeon
10.2	Company name

10	Veterinary surgeon	
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 12.1
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 no, go to 12.1
11b	Emergency key holder 2		
11.9	Name		
11.10	Position/job title		
11.11	Address		
11.12	Daytime telephone number		
11.13	Evening/other telephone number		
11.14	Email address		

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	Additional details	
13.1	Additional information which may be relevant to the application	

Declaration

14	Model Licence Conditions & Guidance	
	All applicants must tick to confirm that they have read the applicable model licence conditions & guidance	
14.1	Pet Vending	

15	Additional Information	
	Please attach copies of the following documents (where applicable)	
15.1	A plan of the premises	
15.2	Insurance policy	
15.3	Operating procedures	
15.4	Risk Assessments (including Fire)	
15.5	Infection control procedure	
15.6	Qualifications	
15.7	Training records	

16	Declaration	
16.1	This section must be completed by the applicant. If you are an agent please ensure this section is completed by the applicant.	
16.2	I am aware of the provisions of the relevant Regulations 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.	
16.3	Signing this box indicates you have read and understood the above declaration	
16.4	Full Name	
16.5	Capacity	
16.6	Date	