

1	Reference number	
1.1	Licence Number (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 <input type="checkbox"/> No <input type="checkbox"/>	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 (<i>this must be an individual</i>)	
3.1	Name	
3.2	Address	
3.3	Email	
3.4	Main telephone number	
3.5	Other telephone number	

4a	Applicant's Business		
4.1	Is your company registered with Companies House	Yes <input type="checkbox"/> No <input type="checkbox"/>	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 – <i>This should be your official address required of you by law to receive all communication</i>	
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	



Section 2 - Application for a licence to provide or arrange for the provision of cat and dog boarding

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	Commercial Boarding <input type="checkbox"/> Home Boarding <input type="checkbox"/> Dog Day Care <input type="checkbox"/>
1.2	Type of Application New <input type="checkbox"/> Renewal <input type="checkbox"/>
1.3	Existing licence number (if applicable)
1.4	Do you arrange for cats or dogs to be boarded by someone else living in the Buckinghamshire Council Area? (if yes, please use part 6 Additional details to list names and addresses of these additional hosts to be included on your licence") Yes <input type="checkbox"/> No <input type="checkbox"/>
1b Animals to be accommodated	
1.5	Cats Yes <input type="checkbox"/> No <input type="checkbox"/> Maximum number:
1.6	Dogs Yes <input type="checkbox"/> No <input type="checkbox"/> Maximum number:
1c Further information about the applicant	
1.7	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 <input type="checkbox"/> No <input type="checkbox"/>
3 Accommodation and facilities	
3.1	Number of kennels/enclosures (with dimensions) <i>Please continue in section 6.1 Additional Details if required</i>
3.2.	Heating arrangements:
3.3	Method of ventilation of premises
3.4	Lighting arrangements (natural & artificial)
3.5	Water supply
3.6	Facilities for food storage & preparation
3.7	Arrangements for disposal of excreta, bedding and other waste material
3.8	Isolation facilities for the control of infectious diseases
3.9	Fire precautions/equipment and arrangements in the case of fire
3.10	Do you keep and maintain a register of animals? Yes <input type="checkbox"/> No <input type="checkbox"/>
3.11	How do you propose to minimise disturbance from noise?

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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 Designated key holder (required and must be able to access all areas of premises in an emergency and live within 30 minutes travel time)	
5.1	Name
5.2	Position/job title
5.3	Address
5.4	Daytime telephone number
5.5	Evening/other telephone number
5.6	Email address
5.7	Add another person? Yes <input type="checkbox"/> No <input type="checkbox"/>
If no, go to 6.1	

5b Emergency key holder 2	
5.8	Name
5.10	Position/job title
5.11	Address
5.12	Daytime telephone number
5.13	Evening/other telephone number
5.14	Email address

6 Additional details	
6.1	Additional information which is required or may be relevant to the application

7 Additional Information	
	Please check the DEFRA statutory guidance available on our website to ensure that you understand what is required in order to obtain a licence. You are required to provide the following information prior to us inspecting your premises:
7.1	A plan of the premises <input type="checkbox"/>
7.2	Insurance policy <input type="checkbox"/>
7.3	Operating procedures <input type="checkbox"/>
7.4	Fire Risk Assessment and Emergency Plan <input type="checkbox"/>
7.5	Preventative Healthcare Plan <input type="checkbox"/>
7.6	Qualifications <input type="checkbox"/>
7.7	Training records <input type="checkbox"/>

1 Licence Conditions and statutory Guidance	
	All applicants to tick to confirm that they have read the applicable licence conditions and DEFRA guidance (available at https://www.aylesburyvaledc.gov.uk/section/animal-related-licences)
1.1	Selling Animals as Pets <input type="checkbox"/>
1.2	Hiring Out Horses <input type="checkbox"/>
1.3	Keeping or Training Animals for Exhibition <input type="checkbox"/>
1.4	Breeding Dogs <input type="checkbox"/>
1.5	Providing Boarding for Cats <input type="checkbox"/>
1.6	Providing Boarding in Kennels for Dogs <input type="checkbox"/>
1.7	Providing Home Boarding for Dogs <input type="checkbox"/>
1.8	Providing Day Care for Dogs <input type="checkbox"/>

2 Disqualifications and convictions	
	<p>Please note that certain disqualifications and convictions prevent individuals from being granted an Animal Activities Licence.</p> <p>Details can be found here: http://www.legislation.gov.uk/ukxi/2018/486/schedule/8</p>
2.1	<p>Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from applying for a licence in accordance with regulation 11 of the Animal Welfare (Licensing of Activities Involving Animals)(England) Regulations 2018?</p> <p style="text-align: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></p>
2.2	If yes, please provide details

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 statutory 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