**1. Applicant profile**

Please complete all the questions in the form.

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

| **1** | **Applicant details** |  |
| --- | --- | --- |
| 1.1 | Name  The person who will be the licence holder |  |
| 1.2 | Address |  |
| 1.3 | Date of birth |  |
| 1.4 | Email |  |
| 1.5 | Main telephone number |  |
| 1.6 | Other telephone number |  |
| 1.7 | In what capacity are you making your application? | Business or organisation, including a sole trader  Individual |

| **2a** | **Applicant Business** | |  |
| --- | --- | --- | --- |
| 2.1 | Is your company registered with companies house | | Yes  No - **If no, go to 2.3** |
| 2.2 | Registration Number | |  |
| 2.3 | Is your business registered outside the UK | |  |
| 2.4 | VAT Number | |  |
| 2.5 | Legal status of the business | |  |
| 2.6 | Your position in the business | |  |
| 2.7 | The country where your head office is located. | |  |
| **2b** | **Business Address** | **This should be your official address – The address required of you by law to receive all communication** | |
| 2.8 | Building name or number | |  |
| 2.9 | Street | |  |
| 2.10 | District | |  |
| 2.11 | City or Town | |  |
| 2.12 | County or administrative area | |  |
| 2.13 | Post Code | |  |
| 2.14 | Country | |  |

**2. Activity details**

Please complete all the questions in the form.

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

| **1** | **Type of business/performance** | **please tick** |
| --- | --- | --- |
| 1.1 | TV/Film/Social Media |  |
| 1.2 | Theatre |  |
| 1.3 | Circus using domestic animals |  |
| 1.4 | Exhibiting Animals |  |
| 1.5 | Animal Encounters |  |
| 1.6 | Birds of Prey shows/exhibits |  |
| 1.7 | Other please state |  |

| **2a** | **Application Details** |  |
| --- | --- | --- |
| 2.1 | Have you been registered/licenced before? | **Yes** **No - If no, go to 2.3** |
| 2.2 | Local Authority where registered/licenced |  |
| 2.3 | Give details of registration e.g type and numbers of animals, type of performance or exhibition. |  |
| 2.4 | Stage name (if any) |  |
| 2.5 | Nationality |  |

| **3** | **Animals to be trained** |  |
| --- | --- | --- |
| 3.1 | Name of premises/trading name |  |
| 3.2 | Address of premises |  |
| 3.3 | Telephone number of premises |  |
| 3.4 | Email address |  |

| **4a** | **Kinds of animal to be trained** | **Number** |
| --- | --- | --- |
| 4.1 |  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| 4.2 | If you intend to train further kinds of animals please attach a separate list of these animals and the numbers of each. | |

| **5** | **Kinds of animal to be exhibited/Encounter** | **Number** |
| --- | --- | --- |
| 5.1 |  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| 5.2 | If you intend to exhibit further kinds of animals please attach a separate list of these animals and the numbers of each. | |

| **6** | **Proposed Performance or Encounter** |  |
| --- | --- | --- |
| 6.1 | 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. |  |
| 6.2. | Approximate duration of the performance(s) |  |
| 6.3 | Number of times the performance will be given in one day. |  |
| 6.4 | How will the animals be transported |  |
| 6.5 | Where are the animals to be kept when not performing or being exhibited? |  |

| **7** | **Veterinary surgeon** |  |
| --- | --- | --- |
| 4.1 | Name of usual veterinary surgeon |  |
| 4.2 | Company name |  |
| 4.3 | Address |  |
| 4.4 | Telephone number |  |
| 4.5 | Email address |  |

| **8a** | **Emergency key holder** |  |
| --- | --- | --- |
| 8.1 | Do you have an emergency key holder? | **Yes** **No - If no, go to 9.1** |
| 8.2 | Name |  |
| 8.3 | Position/job title |  |
| 8.4 | Address |  |
| 8.5 | Daytime telephone number |  |
| 8.6 | Evening/other telephone number |  |
| 8.7 | Email address |  |
| **8b** | **Emergency key holder 2** |  |
| 8.8 | Name |  |
| 8.9 | Position/job title |  |
| 8.10 | Address |  |
| 8.11 | Daytime telephone number |  |
| 8.12 | Evening/other telephone number |  |
| 8.13 | Email address |  |

| **6** | **Public liability insurance** |  |
| --- | --- | --- |
| 6.1 | Do you have public liability insurance? | **Yes** **No - If no, go to 9.7** |
| 6.2 | Please provide details of the policy |  |
| 6.3 | Insurance company |  |
| 6.4 | Policy number |  |
| 6.5 | Period of cover |  |
| 6.6 | Amount of cover (£) |  |
| 6.7 | Please state what steps you are taking to obtain such insurance |  |

| **10** | **Disqualifications and convictions** | |  | |
| --- | --- | --- | --- | --- |
| Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from: | | | | |
| 10.1 | Keeping a pet shop? | | | **No** **Yes** |
| 10.2 | Keeping a dog? | | | **No** **Yes** |
| 10.3 | Keeping an animal boarding establishment? | | | **No** **Yes** |
| 10.4 | Keeping a riding establishment? | | | **No** **Yes** |
| 10.5 | Having custody of animals? | | | **No** **Yes** |
| 10.6 | 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? | | | **No** **Yes** |
| 10.7 | Has the applicant, or any person who will have control or management of the establishment, ever had a licence refused, revoked or cancelled? | | | **No** **Yes** |
| 10.8 | If yes to any of these questions, please provide details, |  | | |

| **11** | **Business marketing** |  |
| --- | --- | --- |
| 11.1 | Do you advertise your business? | **No** **Yes-** If Yes please go to Q 9.2 |
| 11.2 | Please provide details where you advertise your business activities.  e.g. website, websites used, Apps used, newspapers, publication advertising |  |

**3. Declaration**

| **1** | **Licence Conditions & Guidance** | Please tick ✓to confirm that you have read the applicable licence conditions & guidance | |
| --- | --- | --- | --- |
| The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 | | | |
| 1.1 | Schedule 2 General conditions and relevant specific conditions below | |  |
| 1.2 | Schedule 7 Specific conditions: keeping or training animals for exhibition | |  |
| 1.3 | Guidance notes for conditions for: keeping or training animals for exhibition | |  |

| **2** | **Additional Information**  **Please attach the following Information** | | Please tick ✓to confirm that you attached the information  If not please indicate why |
| --- | --- | --- | --- |
| 2.1 | A plan of the premises | |  |
| 2.2 | Public liability insurance policy (copy of certificate) | |  |
| Written operating procedures | |  | |
| 2.3 | Training policy for all staff (Schedule 2 Condition 4) and  Training records and qualifications (copies) | |  |
| 2.4 | Procedures for Protection of Pain and Suffering (Schedule 2 Condition 9) for   * feeding regimes * cleaning regimes, * transportation, * the prevention of and control of the spread of disease, * monitoring and ensuring the health and welfare of all the animals * death or escape of an animal | |  |
| 2.5 | Emergency Plan (Schedule 2 Condition 10) | |  |

| **3** | **Declaration by the licence holder** |  |
| --- | --- | --- |
| 3.1 | I am aware of the provisions of the Regulations and licence conditions.  The details contained in the application form and any attached documentation are correct to the best of my knowledge and belief. | |
| 3.2 | Signing this box indicates you have read and understood the above declaration |  |
| 3.3 | Full Name |  |
| 3.4 | Capacity |  |
| 3.5 | Date |  |

**Return to: Erewash Borough Council Environmental Health,**

**Town Hall, Wharncliffe Road, Ilkeston, Derbyshire, DE7 5RP**

Tel 0115 907 2244 ext 27000 Email [environmentalhealth@erewash.gov.uk](mailto:environmentalhealth@erewash.gov.uk)

**Your application fee must be paid before your application will be processed**

The fee for a licence is **£210** whichmust be paid with your application.

This can be paid via the contact centre on 0115 907 2244. Advise that you want to make an animal welfare licence application. They will let us know you have paid – we will check this when we receive your application form.

**OR** you can send a cheque payable to ‘Erewash Borough Council’ with your application.

A full list of fees is available on our website at:- [www.erewash.gov.uk/animalexhibition](http://www.erewash.gov.uk/animalexhibition)

----------------------------------------------------------------------------------------------------------------------------------

Erewash Borough Council collects personal information when you contact us for any services we provide. We will use this information to provide these services. We may need to share your information with service providers and other departments within EBC to ensure that you receive the best possible service. If so, this will be made clear in our privacy notice. We will not share your information with third parties for marketing purposes or any other reason unless required to do so by law. For more information explaining how we protect and use your information please see our privacy policy at [www.erewash.gov.uk/privacy](http://www.erewash.gov.uk/privacy)