

**APPLICATION FOR LICENCE TO KEEP A BOARDING ESTABLISHMENT FOR ANIMALS**  
**Animal Boarding Establishments Act 1963, Section 1**

Applicant Details			
Name(s)			
Address incl postcode	..... ..... .....		
Date of Birth		National Ins No.	
Phone Number		Mobile No.	
Email Address			

Previous Convictions	
Have you ever been convicted of any offence under:  The Animal Boarding Establishment Act 1963? The Protection of Animals Act 1911 & 1964? The Protection of Animals (Scotland) Act 1912 & 1964? The Pet Animals Act 1951 (as amended)? The Dangerous Wild Animals Act 1976 The Breeding of Dogs Act 1993 The Riding Establishments Acts 1964 & 1970	Yes <input type="checkbox"/> No <input type="checkbox"/>
If 'Yes, please provide details:	.....

Premises Details	
Trading Name	
Contact at the premises	
Address of Premises for which a licence is required	..... ..... .....
Phone Number (if different from above)	

Number of Animals to be accommodated at the premises	Cats .....	Dogs .....
Number, Construction and size of quarters in which animals are (will be) accommodated (including required isolation facilities). <i>New applications must submit a 1:100 scale plan of the accommodation to be used for boarding purposes</i>		
Number of Accommodation <i>i.e. 2 blocks with 6 kennels each</i>	Construction <i>i.e. Concrete, double glazing, outdoor treated wood construction</i>	Size (approx) <i>i.e. Exercise area 3 sq m Sleeping area 2 sq m Height 2m</i>
<b>Isolation Facilities Only:</b>		
Exercise Facilities	..... .....	
Heating Arrangements	..... .....	
Method of Ventilation	..... .....	
Lighting Arrangements (Natural / Artificial)	..... .....	
Water Supply	..... .....	
Exclusive Kitchen Facilities Available	..... .....	
Arrangements for Food Storage	..... .....	

Arrangements for disposal of excreta	..... .....
Fire Safety Precautions & Equipment	..... .....
Name an address of veterinary surgeon / practitioner	..... ..... Tel: .....
Has planning permission to use the premises as an Animal Boarding Establishment been obtained?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please provide the planning reference number	.....
Has you applied for planning permission and awaiting a decision?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, when did you apply?	.....
<b>Declaration:</b>	
<ul style="list-style-type: none"> <li>➤ I hereby certify that I am not disqualified from: <ul style="list-style-type: none"> <li><input type="checkbox"/> Keeping any dangerous wild animals</li> <li><input type="checkbox"/> Keeping a dog</li> <li><input type="checkbox"/> Having the custody of animals</li> <li><input type="checkbox"/> Keeping a pet shop</li> <li><input type="checkbox"/> Keeping an animal boarding establishment</li> <li><input type="checkbox"/> Keeping a riding establishment</li> <li><input type="checkbox"/> Keeping a dog breeding establishment</li> </ul> </li> <li>➤ I agree that an officer, veterinary surgeon and/or veterinary practitioner, authorised by the Council, may inspect the premises which are the subject of this application before and/or after any licence is issued.</li> <li>➤ I acknowledge that when an inspection is undertaken by a veterinary surgeon, the fees will be recharged to me following that inspection.</li> <li>➤ I certify that to the best of my knowledge and belief, the above particulars are true</li> <li>➤ I understand that West Somerset Council is under a duty to protect the public funds it administers and to this end may use the information I have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.</li> <li>➤ I am applying for a licence under the Boarding Establishments Act 1963 and enclose the relevant fee.</li> </ul>	
Signature	
Date	

## Checklist

Please ensure the following are enclosed/completed:

- Fully completed application form
- Copy of public liability insurance
- Site plan showing location of premises (new applications only)
- Plan of accommodation to scale of 1:100 (new applications only)
- Relevant fee

## Payment of Fee

You can pay the licence fee by:

- Enclosing a cheque made payable to West Somerset Council
- By cash, in person at our offices.