

**THE ANIMAL WELFARE (LICENSING OF ACTIVITIES INVOLVING ANIMALS) (ENGLAND) REGULATIONS 2018 LICENCE APPLICATION FOR:**

**PROVIDING HOME BOARDING AND OR DAYCARE FOR DOGS**

***Please complete all sections with as much information as possible. Any omissions or errors may delay the processing of your application.***

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| --- | --- | --- | --- | --- |
| **1.** | **LICENCE DETAILS** |  | | |
|  | New Application  Providing *home boarding* for dogs  (incl day/overnight within the home) |  | Renewal  Providing *day care* for dogs  (commercial premises) |  |
| **2.** | **DETAILS OF APPLICANT** |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Operator  *must be an individual* |  | DOB |  |
| Home Address |  | | |
| Telephone |  | | |
| e-mail |  | | |

# ANIMAL BOARDING ESTABLISHMENT

|  |  |
| --- | --- |
| Trading Name |  |
| Address |  |
| Telephone |  |
| e-mail |  |
| Details of any webpages or social media |  |

1. **PARTICULARS**

Please indicate the number of dogs to be boarded on the premises at any one time as part of the boarding establishment

|  |  |  |
| --- | --- | --- |
| Do you have any resident dog(s) and if applicable how many? | Proposed number of dogs to be boarded on Home Boarding and approximate frequency? | Proposed number of dogs to be boarded on Day Care and approximate frequency? |
|  |  |  |

# For Home Boarding

|  |  |
| --- | --- |
| How many designated rooms do you have within the establishment/room for dog care?  Provide details: |  |
| Are there any children under 16?  If so, please provide risk assessment. |  |

*“a designated room” is a room allocated to an individual dog where it can be kept separate from other dogs. This room must have a window to the outside which can be opened and closed as necessary and a full height door.*

# ACCOMMODATION

|  |  |  |
| --- | --- | --- |
| a. | Type of property  (e.g. detached house etc.) |  |
| b. | What are the arrangements for heating and lighting? |  |
| c. | Which areas of the premises will the dog(s) have access to?  (size of areas/rooms in m2) |  |
| d. | Which areas of the premises will the dog(s) NOT have access to? |  |
| e. | Will the dog(s) have access to outside areas within the boundaries of the property (i.e. yard/garden/secure land)? |  |
| f. | Where dogs have access to outside areas, what security precautions are in place to prevent escape (fence/gates)? |  |
| g. | Where will the dog(s) be able to rest/sleep and the type of bedding used? |  |
| h. | What facilities are available for the isolation of a dog in case of infectious diseases? |  |
| i. | What fire precautions are in place (alarms, extinguishers etc. and their locations)? |  |
| j. | What arrangements are in place for the collection and disposal of waste?  Day Care must have a specified area for toileting Please give details |  |
| k. | What first aid equipment is available for use on the dog(s)? |  |
| l. | What arrangements are in place to ascertain that dog(s) are vaccinated against specific disease/conditions? |  |
| m. | What are the arrangements for the preparation and storage of food? |  |
| n. | What arrangements are in place for the collection and transportation of the dog(s)? |  |

1. **REGISTERS**

|  |  |  |
| --- | --- | --- |
| a. | What arrangements will you use for keeping a register or record of dog(s) boarded?  (e.g. computer/cards/files) |  |

1. **ANCILLARY ISSUES**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| a. | | Provide contact details of your Veterinary Surgeon | |  | |
| b. | | Provide details of Public Liability Insurance (loss, accident to dog etc.) | |  | |
| c. | | Have you consulted the Council’s planning department for advice on any requirements for planning permission? | |  | |

1. **DISQUALIFICATIONS AND CONVICTIONS**

Has the applicant or any person who will have control or management of the establishment ever been: -

|  |  |
| --- | --- |
| a. Disqualified from keeping a pet shop, dog, animal boarding establishment, riding establishment or custody of any animal? | YES NO |
| b. Convicted of any offence(s) under Animal Welfare or Wildlife Legislation? | YES NO |
| c. Refused a licence refused or had one revoked or cancelled? | YES NO |

If **YES** provide further details:

|  |
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|  |

# SUPPORTIVE INFORMATION

**Please enclose where required to support your application:**

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| --- | --- |
|  | A plan of the premises |
|  | Operating procedures as outlined in the Regulations for example feeding regimes, cleaning procedures, transport procedure, infection control, emergency procedures |
|  | Training records and qualifications (including staffing levels/supervision ratio) |

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| **Please provide any additional supportive information you feel is relevant to your application specifically in relation to any experience in the care of dogs.** |

# DECLARATION

|  |  |
| --- | --- |
|  | I certify that to the best of my knowledge and belief, the above particulars are true and apply for a licence at the premises, as specified, under the LAIA Regulations. |
|  | I have read and undertsood the legislative requirement, licensing conditions and associated guidance in relation to such activities. |
|  | I agree to pay the appropriate licence fees. Note payment can only be made by a debit /credit card via an online link which will be sent to you when we have received your application. |
|  | I agree to the Council sharing information with relevant agencies such as the Council’s appointed Vets. |

|  |  |  |
| --- | --- | --- |
| Signed | | Date |
| Designation |  | |

Send to: **Department of Place**

**Environmental Health**

**5th Floor, Britannia House**

**Hall Ings, Bradford, BD1 1HX**

Email: eh.adm eh.admin@bradford.gov.uk