



**The Animal Welfare (Licensing of Activities Involving Animals) Regulations
2018**

**Application for a licence to carry on the activity of
breeding dogs**

Standard applicant profile (section 1)

1	Reference number	
1.1	System reference Number	
1.2	Your reference	

Please complete all the questions in the form.
If you have nothing to record, please state "Not applicable" or "None"

2	Agent					
2.1	Are you an agent acting on behalf of the applicant	Yes		No		If no go to 3
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	Date of Birth					
3.4	Email					
3.5	Main telephone number					
3.6	Other telephone number					
3.7	Applying as a business or organisation, including a sole trader	Yes		No		
3.8	Applying as an individual	Yes		No		

4	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					
4.6	Your position in the business					

4	Applicant 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		

Please complete all the questions in the form.
If you have nothing to record, please state "Not applicable" or "None"

5	Type of Application				
5.1	Type of Application	New	Renewal	If new go to 5a	
5.2	Existing licence number				
5a	Animals to be accommodated				
5.3	Wholly Indoors	Wholly outdoors	Combination of outdoors and indoors		
5.4	Breeds of dogs concerned				
5.5	Number of bitches kept				
5.6	Owned by the applicant	Co owned by the applicant	On breeding terms		
5.7	Provide full details of the bitches kept. Age Name Markings Microchip Number Fully vaccinated				
5.8	Number of studs kept				
5.9	Owned by the applicant	Co owned by the applicant	On breeding terms		
5.10	Provide full details of the studs kept Age Name Markings Microchip Number Fully Vaccinated				

6	Premises to be licensed		
6.1	Name of premises/trading name		
6.2	Address of premises		
6.3	Telephone number of premises		
6.4	Email address		

6.5	Do you have planning permission for this business use.	Yes/No	
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7	Accommodation and facilities		
7.1	Details of the quarters used to accommodate animals, including number, size and type of construction		
7.2.	Exercise facilities and arrangements		
7.3	Heating arrangements:		
7.4	Method of ventilation of premises		
7.5	Lighting arrangements (natural & artificial)		
7.6	Water supply		
7.7	Facilities for food storage & preparation		
7.8	Arrangements for disposal of excreta, bedding and other waste material		
7.9	Isolation facilities for the control of infectious diseases		
7.10	Fire precautions/equipment and arrangements in the case of fire		
7.11	Do you keep and maintain a register of animals?	Yes/No	
7.12	How do you propose to minimise disturbance from noise?		

8	Veterinary surgeon		
8.1	Name of usual veterinary surgeon		
8.2	Company name		
8.3	Address		
8.4	Telephone number		
8.5	Email address		

9	Emergency key holder		
9.1	Do you have an emergency key holder?	Yes / No	If no, go to 10.1
9.2	Name		
9.3	Position/job title		
9.4	Address		
9.5	Daytime telephone number		
9.6	Evening/other telephone number		
9.7	Email address		
9.8	Is there another key holder?	Yes/No	If yes please include details in the Additional Information section at 12.1

10	Public liability insurance		
10.1	Do you have public liability insurance?	Yes / No	If no, go to question 10.6
	If yes, please provide details of the policy		
10.2	Insurance company		
10.3	Policy number		
10.4	Period of cover		
10.5	Amount of cover (£5million minimum required)		
10.6	Please state what steps you are taking to obtain such insurance		

11	Disqualifications and convictions		
	Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from:		
11.1	Keeping a pet shop?	Yes/No	
11.2	Keeping a dog?	Yes / No	
11.3	Keeping an animal boarding establishment?	Yes/No	
11.4	Keeping a riding establishment?	Yes/No	
11.5	Having custody of animals?	Yes/No	
11.6	Has the applicant, or any person who will have control or management of the establishment, been disqualified or convicted of any offences under the: Animal Welfare Act 2006 Animal Welfare (Scotland) Act 2006 Dangerous Dogs Act 1991 Any other legislation listed in Schedule 8 of the LAIA Regulations 2018	Yes/No	
11.7	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	
11.8	If yes to any of these questions, please provide details		

12	Additional details		
	Please check local guidance notes and conditions for any additional information which may be required		
12.1	Additional information which is required or may be relevant to the application		

Standard payment and declaration section

13	Payment (excluding Veterinarian's fees Part C Fee)		
13.1	Payment of £172 (Part A Fee) must be made at the time of making the application. Please note a further £311 (Part B Fee) will be due if your application is granted.		
13.2	Confirm date payment of Part A fee made and how made e.g. online, include reference number		

14	Statutory Guidance		
	All applicants to tick that they have read the applicable statutory guidance and conditions (please tick appropriate guidance below).		
14.1	Guidance Notes Breeding of Dogs		

15	Additional Information		
	Please attach the following Information		
15.1	A layout plan of the premises		
15.2	Insurance policy (minimum £5million)		
15.3	Standard Operating procedures		
15.4	Emergency Response Plan		
15.5	Infection Control Procedure		
15.6	Qualifications		
15.7	Training records		

15	Additional Information	
15.8	Other documents may be required specific to the type of activity	
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	<p>I am aware of the provisions of the relevant Act, Regulations and Statutory Guidance. The details contained in the application form and any attached documentation are correct to the best of my knowledge and belief.</p> <p>I understand that a person authorised by the Council will inspect the premises before a licence is issued. I understand that a person authorised by the council may inspect the premises either by appointment or unannounced at any reasonable time.</p> <p>I understand that a person authorised by the council may take photographs or video footage whilst carrying out inspections or visits to the premises.</p> <p>I am aware that a fee is payable for this licence application.</p> <p>I accept that all veterinary fees incurred by the authority in respect to the licence application will be recoverable at cost.</p> <p>I accept that in the event of my application being refused I withdrawn it, I will not be refunded the application fee or any part thereof under any circumstances.</p> <p>I apply under the above legislation for a licence to carry on the activity of Dog Breeding at the above premises. I accept that on occasion the council has to provide information to third parties in response to requests made under the Environmental Information Regulations 2004 and Freedom of Information Acts.</p> <p>In providing us with your personal information you hereby acknowledge that Crawley Borough Council is the Data Controller for all the personal information you provide on this form (for the purpose of the General Data Protection Regulation 2016 (GDPR) and the Data Protection Act 2018 (DPA)).</p> <p>The personal data which we collect from you via this form will be used by the Council pursuant to it carrying out its various statutory and business functions. Please use this link for further information GDPR</p>	
16.3	Ticking this box indicates you have read and understood the above declaration	
16.4	Full Name	
16.5	Capacity/Position of Signatory	
16.6	Date	

Please return this application form with attachments with Part A Fee to:

Crawley Borough Council
Environmental Health and Licensing Team
Town Hall
The Boulevard
Crawley
West Sussex
RH10 1UZ

Tel: 01293 438207
Email: EnvironmentalServices@crawley.gov.uk