

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

**Application to register for the exhibition/encounters or
training of performing animals**

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

Part 1: Applicant Profile

2	Agent						
2.1	Are you an agent acting on behalf of the applicant	yes		No		If no go to 3	M
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	Email						
3.4	Main telephone number						
3.5	Other telephone number						
3.6	Applying as a business or organisation, including a sole trader	Yes		No			
3.7	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	M
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 – 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	Applicant Business	
4.12	County or administrative area	
4.13	Post Code	
4.14	Country	

Part 2: Application

5	Type of business/performance (please tick)	
5.1	TV/Film/Social Media	
5.2	Theatre	
5.3	Circus using domestic animals	
5.4	Exhibiting Animals	
5.5	Animal Encounters	
5.6	Birds of Prey shows/exhibits	
5.7	Other please state	

6	Application Details					
6.1	Have you been registered/licenced before	yes		No		If no go to 6b
6.2	Local Authority where registered/licenced					
6.3	Give details of registration e.g type and numbers of animals, type of performance or exhibition.					
6b	Further information about the applicant					
6.4	Stage name (if any)					
6.5	Nationality					
6.6	Date of birth					

7	Animals to be trained	
7.1	Name of premises/trading name	
7.2	Address of premises	
7.3	Telephone number of premises	
7.4	Email address	

8	Kinds of animal to be trained and the number of each kind	
8.1	Kind of animal and numbers	

9	Kinds of animal to be exhibited/Encounter and the number of each kind		
9.1	Kind of animal & Numbers		

10	Proposed Performance or Encounter		
10.1	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.		
10.2.	Approximate duration of the performance (s)		
10.3	Number of times the performance will be given in one day.		
10.4	How will the animals be transported		
10.6	Where are the animals to be kept when not performing or being exhibited.		

11	Veterinary surgeon		
11.1	Name of usual veterinary surgeon		
11.2	Company name		
11.3	Address		
11.4	Telephone Number		

12	Emergency key holder		
12.1	Do you have an emergency key holder?	Yes / No	If no, go to 10.1
12.2	Name		
12.3	Position/job title		
12.4	Address		
12.5	Daytime telephone number		

12.6	Evening/other telephone number		
12.7	Email address		

13	Public liability insurance			
13.1	Do you have public liability insurance?	Yes / No	If no, go to question 10.6	
	If yes, please provide details of the policy			
13.2	Insurance company			
13.3	Policy number			
13.4	Period of cover			
13.5	Amount of cover (£m)			
13.6	Please state what steps you are taking to obtain such insurance			

14	Disqualifications and convictions			
	Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from:			
14.1	Keeping a pet shop?	Yes/No		
14.2	Keeping a dog?	Yes / No		
14.3	Keeping an animal boarding establishment?	Yes/No		
14.4	Keeping a riding establishment?	Yes/No		
14.5	Having custody of animals?	Yes/No		
14.6	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?	Yes/No		
14.7	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		
14.8	If yes to any of these questions, please provide details,			

15	Additional details			
	Please check local guidance notes and conditions for any additional information which may be required			
	Is there any additional information/notes you would like to add?			

Part 4: Payment and Declaration

1	Payment
Payment must be made at the time of making the application. Application forms may be returned with a cheque payable to Castle Point Borough Council. Payment can also be made by credit/debit card by telephone 01268 882200 opt 5 and quote finance code 130 641 (VAT N).	

2	Model Licence Conditions & Guidance
All applicants to tick that they have read the applicable licence conditions & guidance	

3	Additional Information
Please attach the following Information and tick to confirm	
3.1	A plan of the premises
3.3	Insurance policy
3.4	Operating procedures
3.5	Risk Assessments (including Fire)
3.6	Infection control procedure
3.6	Qualifications
3.7	Training records

4	Declaration
4.1	This section must be completed by the applicant. If you are an agent please ensure this section is completed by the applicant.
4.2	I am aware of the provisions of the relevant Act and licence conditions. The details contained in the application form and any attached documentation are correct to the best of my knowledge and belief.
4.3	Ticking this box indicates you have read and understood the above declaration
4.4	Full Name
4.5	Capacity
4.6	Date