

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

**Application for a licence to operate a dog breeding
establishment**



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

Section 1

1.1	Agent				
	Are you an agent acting on behalf of the applicant	Yes		No	If no go to 1.3
1.2	Further information about the Agent				
	Name				
	Address				
	Email				
	Main telephone number				
	Other telephone number				
	Is all correspondence to be sent to this Agent?				Yes/No

1.3	Applicant details (these will be the details of the licence holder)				
	Name				
	Address				
	Email				
	Main telephone number				
	Date of birth of Applicant				

Section 2

(Please read the relevant guidance before completing)

2.1	Type of Application				
	Type of Application	New		Renewal	
	Existing licence number (if applicable)	HART/			

2.2	Address at which dog breeding will take place (if different from 1.3 above)				
	Name of premises/trading name				
	Address of premises				
	Telephone number of premises				
	Email address				
	Do you have planning permission for this business use	Yes/No			

Please now complete section 2.3

2.3	Animals to be accommodated									
	Provide details of the bitches kept									
	Name	Age	Breed	Microchip number	Kept Wholly indoors	Kept Wholly outdoors	Combination of indoors and outdoors	Owned by the applicant	Co-owned by the applicant	On breeding terms
	Provide details of the studs kept									
	Name	Age	Breed	Microchip number	Kept Wholly indoors	Kept Wholly outdoors	Combination of indoors and outdoors	Owned by the applicant	Co-owned by the applicant	On breeding terms

2.4 Accommodation and facilities	
Details of the quarters used to accommodate animals, including number, size and type of construction	
Exercise facilities and arrangements	
Heating arrangements:	
Method of ventilation of premises	
Lighting arrangements (natural & artificial)	
Water supply (if different from mains)	
Facilities for food storage & preparation	
Arrangements for disposal of excreta, bedding and other waste material	
Isolation facilities for the control of infectious diseases	
Fire precautions/equipment and arrangements in the case of fire	
Do you keep and maintain a register of animals?	Yes/No
How do you propose to minimise disturbance from noise?	

2.5 Veterinary surgeon	
Name of usual veterinary surgeon	
Company name	

2.5	Veterinary surgeon	
	Address	
	Telephone number	
	Email address	

2.6	Emergency key holder		
	Do you have an emergency key holder?	Yes/No	If no, go to 2.7
	Name		
	Position/job title		
	Address		
	Daytime telephone number		
	Evening/other telephone number		
	Email address		
	Add another person?	Yes/No	If yes, 2.6 must be repeated on separate sheet of paper

2.7	Disqualifications and convictions		
	Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from: (if yes, add details in the space provided):-		
	Keeping a pet shop?	Yes/No	
	Keeping a dog?	Yes/No	
	Keeping an animal boarding establishment?	Yes/No	
	Keeping a riding establishment?	Yes/No	
	Having custody of animals?	Yes/No	
	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	
	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	
	If yes to any of these questions, please provide details		

Please now complete Section 3

Section 3

3.1	Payment
	Payment must be made at the time of making the application – please note, if your application is successful, an additional fee will be payable (please see attached fee structure)

3.2	Additional Information	
	Please attach the following Information -	
	A plan of the premises (where animals are being kept or accommodated)	
	Operating procedures	
	Risk Assessments (including Fire)	
	Infection control procedure	
	Qualifications	
	Training records	

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

This completed form must be returned together with the fee and additional documentation to the:-
Licensing Team, Hartlepool Borough Council, Civic Centre, Victoria Road, Hartlepool, TS24 8AY

Fee Structure

New Animal Welfare Licence – Dog Breeding

Application fee (non refundable) (which includes initial inspection)

New Applications	Renewal Applications
£105	£90

There is a further fee payable upon issue of the licence (if granted) that depends upon the length of the licence.

New Applications		Renewal Applications	
1 year licence	£110	1 year licence	£110
2 year licence	£155	2 year licence	£155
3 year licence	£200	3 year licence	£200

Therefore (Total fee payable): -

New Applications		Renewal Applications	
1 year licence	£215	1 year licence	£200
2 year licence	£260	2 year licence	£245
3 year licence	£305	3 year licence	£290

Note: A vet's fee is also payable where a vet's inspection is either required by law or deemed by the Council to be necessary.