

Applications are to be posted or emailed to:
Licensing Team
Public Protection
Civic Offices
Holton Road
Barry
Vale of Glamorgan
CF63 4RU
Tel: 01446 709105
licensing@valeofglamorgan.gov.uk



**Application for a Licence to Keep an Animal Home Boarding Establishment
 Section 1 Animal Boarding Establishments Act 1963**

1a Applicant details. *(all correspondence will be sent to this address)*

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Other <input type="checkbox"/>
Full name			
House no and Street			
District			
Postcode			
Telephone number			
Email address			

1b Additional applicant details *(if more than one applicant or applying as a partnership etc)*

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Other <input type="checkbox"/>
Full name			
House no and Street			
District			
Postcode			
Telephone number			
Email address			

2. Establishment details *(this will be used on the licence)*

Name	
Name/no. and street	
District	
Postcode	
Telephone number	

3. Please give details of the number of animals that you would wish to keep at the establishment.

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4. Please give details of your veterinary surgeon or surgeons you are registered with for the purpose of home boarding establishment.

Name(s) of surgeon(s)	
Name of practice	
Name/no. and street	
District	
Postcode	
Telephone number	

5. Are you or any person who will have control or management of the establishment disqualified for the time being from:

- | | | |
|---|------------------------------|-----------------------------|
| Keeping a riding establishment | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Keeping a dog | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Keeping a pet shop | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Having custody of a dog | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Keeping a boarding establishment for dogs | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

If you have answered yes to any of the above please provide further details:

6. What arrangements have been made in case of emergency?

7. What arrangements have been made to isolate a dog should the need arise?

I /We declare to the best of my/our knowledge and belief that the above information is correct. I/We understand that if I/we knowingly or recklessly make a false statement or omission, I/we render myself/ourselves liable to prosecution and my/our licence may be suspended or revoked.

I/we understand that the following information will be published on the Vale of Glamorgan website animal boarding public register - name of licence holder, licensed address, type of licence, licence number, expiry date. Please refer to the link below for details of our privacy statement and withholding consent.

<https://www.valeofglamorgan.gov.uk/Documents/Working/Public-Notices/Fair-Processing-Notice-Licensing.pdf>

I/We understand that in pursuance of the prevention or detection of crime, personal information may be released to Government Agencies such as the Benefits Agency and the Inland Revenue.

Signed..... Date
(applicant)

Print name

Signed..... Date
(applicant)

Print name

(If the licence is to be issued in joint names both applicants must sign the declaration).

Please note: Your application will not be accepted until the **application fee** is received.

You can make a debit/credit card payment online, please visit www.valeofglamorgan.gov.uk

On the website homepage you will need to select the 'pay' tab followed by 'make a payment online'

From the drop-down menu select 'other income' then 'Licensing - Animal Licensing Fees'.

Please refer to the Vale of Glamorgan website home boarding page for up-to-date fee information:

<https://www.valeofglamorgan.gov.uk/en/working/Licensing/Home-Boarding.aspx>

The licence fee excludes any veterinary fees applicable. You will be invoiced separately for any veterinary fees incurred by the Council.

Once in receipt of a complete application the Licensing Team will consult with the SRS Animal Health and Welfare Team. An Animal Health and Welfare Officer will contact you to arrange a suitable inspection date.

Any queries regarding the inspection visit should be directed to the SRS Animal Health & Welfare Team. Their contact details are - AnimalHealth-SRSWales@valeofglamorgan.gov.uk

Tel - 0300 123 6696