

**Falkirk Council** For help contact

**Application for a licence to operate an animal** [envhealth@falkirk.gov.uk](mailto:envhealth@falkirk.gov.uk)

**boarding establishment** Telephone: 01324 504982

**Animal Boarding Establishments Act 1963**

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| **Section 1 - Applicant Details** |
| **Individual’s Details**  **Name**  First Name    Family Name  **Contact Details**  Address  Post Code  E-Mail  Telephone Number  **Agent’s Details**    Are you an agent acting on the behalf of the applicant? Yes If Yes please provide Agents details below:    No  Name  Address  Post Code  E-Mail  Telephone Number |

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| **Business Details**  Is your business registered in the UK with Companies House? Yes No  Is your business registered outside the UK? Yes No  Business name  VAT number  Your position in the business  Address  Post Code  E-Mail  Telephone Number |
| **Section 2 – Application Details** |
| Type of application  New  Renewal  **Animals to be Accommodated**  Cats  Yes No  Dogs  Yes No |

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| **Section 3 – Premises where Animals will be Kept** |
| Name  Address  Post Code  E-Mail Address  Telephone Number |
| **Section 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 and artificial).  Water supply.  Facilities for food storage and preparation.  Arrangements for disposal of excreta. Bedding and other waste material.  Isolation facilities for the control of infectious disease.  Fire precautions/equipment and arrangements in the case of fire.  Arrangements for keeping a register/record of animals.  Arrangements for minimising the disturbance from noise. |
| **Section 5 – Veterinary Surgeon** |
| **Usual veterinary surgeon**  Name  Address  Post Code  **Contact Details**  Name  E-Mail Address  Telephone Number |
| **Section 6 – Emergency Key Holder** |
| Name  Address  Post Code  E-Mail  Telephone Number |
| **Section 7 – Disqualifications and Convictions** |
| Has the applicant, or any person who will have contact or management of the establishment, ever been disqualified from?  (a) Keeping a Riding Establishment? Yes/No  (b) Keeping a Dog? Yes/No  (c) Keeping a Pet Shop? Yes/No  (d) Having the Custody of Animals? Yes/No  (e) Keeping a Boarding Establishment for Animals? Yes/No  (f) Keeping a Breeding Establishment? Yes/No    Has the applicant, or any person who will have control or management of the establishment, been convicted of any offences under Animal Welfare of Wildlife Legislation? 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 |
| **Section 8 - Additional Details** |
| Provide any additional information which is required or relevant to your application. |
| **Section 9 – Submissions** |
| You will have to submit a layout of the site to a scale approved by the local authority along with this application. The plan should show the boundaries of the site, the position of the buildings and all the facilities detailed. (Only required for new applications or if alterations have been made to the existing premises.) |
| **Authority Postal Address and E-Mail Address** |
| Falkirk Council  Place Services  Suite 1B, Falkirk Stadium  4 Stadium Way  FK2 9EE  [envhealth@falkirk.gov.uk](mailto:envhealth@falkirk.gov.uk) |

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| **Declaration** |
| I am aware of the provisions of the Animal Boarding Establishment Act 1963. The details contained in the application form and any attached documentation are correct to the best of my knowledge and belief.  Signed  Print Name  Date |