

Part C – Application for a licence to provide or arrange for the provision of boarding for cats or dogs

This application form for a licensed activity accompanies Part A – Application for an Animal Activity Licence. Please ensure you have supplied both forms or your application may be rejected.

North Lincolnshire Council is under a duty to protect the public funds it administers and to prevent and detect crime, and to this end may use the information you have provided on this form within this authority for the prevention and detection of fraud or crime. It may also share this information with other bodies administering public funds solely for these purposes.

Please complete all the questions in the form.

If you have nothing to record, please state "Not applicable" or "None"

1a Type of Application

1.1 Commercial Boarding Home Boarding Home Boarding Arranger * Day Care

* Home boarding Arrangers – See note on the rear of this form

1.2 Type of Application New Renewal

1.3 Existing licence number (if applicable)

1b Animals to be accommodated

1.4 Cats Yes / No Maximum number

1.5 Dogs Yes / No Maximum number

1c Further information about the applicant

1.6 Date of birth

2 Premises to be licensed

2.1 Name of premises / trading name

2.2 Address of premises

2.3 Telephone number of premises

2.4 Email address

2.5 Do you have planning permission for this business use? Yes / No

3 Accommodation and facilities

3.1 Details of the quarters used to accommodate animals, including number, size and type of construction

3.2 Exercise facilities and arrangements

3.3 Heating arrangements:

3.4 Method of ventilation of premises

3.5 Lighting arrangements (natural & artificial)

3.6 Water supply

3.7 Facilities for food storage & preparation

3.8	Arrangements for disposal of excreta, bedding and other waste material	
3.9	Isolation facilities for the control of infectious diseases	
3.10	Fire precautions/equipment and arrangements in the case of fire	
3.11	Do you keep and maintain a register of animals?	Yes / No
3.12	How do you propose to minimise disturbance from noise?	
4	Veterinary surgeon	
4.1	Name of usual veterinary surgeon	
4.2	Company name	
4.3	Address	
4.4	Telephone number	
4.5	Email address	
5a	Emergency key holder	
5.1	Do you have an emergency key holder?	Yes / No If no, go to 6.1
5.2	Name	
5.3	Position/job title	
5.4	Address	
5.5	Daytime telephone number	
5.6	Evening/other telephone number	
5.7	Email address	
5.8	Add another person?	Yes / No If no, go to 6.1
5b	Emergency key holder 2*	
5.9	Name	
5.10	Position/job title	
5.11	Address	
5.12	Daytime telephone number	
5.13	Evening/other telephone number	
5.14	Email address	
5.15	Is this person the resident of a premises under a home boarding arrangement?	Yes / No <i>Only applicable to Home Boarding Arrangers</i>

6	Public liability insurance		
6.1	Do you have public liability insurance?	Yes / No	If no, go to 6.7
6.2	Please provide details of the policy		
6.3	Insurance company		
6.4	Policy number		
6.5	Period of cover		
6.6	Amount of cover (£)		
6.7	If no, please state what steps you are taking to obtain such insurance		

7	Disqualifications and convictions	
	Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from:	
7.1	Keeping a pet shop?	Yes / No
7.2	Keeping a dog?	Yes / No
7.3	Keeping an animal boarding establishment?	Yes / No
7.4	Keeping a riding establishment?	Yes / No
7.5	Having custody of animals?	Yes / No
7.6	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
7.7	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
7.8	If yes to any of these questions, please provide details,	

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

Note – Home Boarding Arrangers

Arrangers for the provision of home boarding should complete a separate **Part C** for:

- 1) The premises where the arrangement is made, and
- 2) each home boarding premises they wish to be covered by the licence
 - a. Details of the resident of the premises should be completed in **section 5b**
 - b. Details of additional emergency key holders can be provided on a separate sheet.