

# Application for a licence to sell animals

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



THE ROYAL BOROUGH OF  
**KENSINGTON  
AND CHELSEA**

This form should be completed and forwarded to the Licensing Team - please visit our website [www.rbkc.gov.uk](http://www.rbkc.gov.uk) for our current postal address or contact us on Telephone: 020 7341 5152 email: [licensing@rbkc.gov.uk](mailto:licensing@rbkc.gov.uk).

Please complete all the questions in the form.

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

1	Applicants details
1.1	Name of applicant (if more than one applicant state all the full names of all applicants)
1.2	Home address (if applying as a company please state the registered office)
1.3	Telephone  Mobile number
1.4	Email address
1.5	If applying as a company state the registration number of the company
1.6	If the company is registered outside the UK state the main business address in the UK

2	Type of Business								
2.1	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Pet Shop <input type="checkbox"/></td> <td style="width: 50%;">Wholesales <input type="checkbox"/></td> </tr> <tr> <td>Home sales <input type="checkbox"/></td> <td>Third Party Sales <input type="checkbox"/></td> </tr> <tr> <td>Internet Sales <input type="checkbox"/></td> <td>Hobby Sales (Pet fairs) <input type="checkbox"/></td> </tr> <tr> <td>Sale of animals to the public as pets by means of a fixed or minimum donation <input type="checkbox"/></td> <td>Other (please state).....</td> </tr> </table>	Pet Shop <input type="checkbox"/>	Wholesales <input type="checkbox"/>	Home sales <input type="checkbox"/>	Third Party Sales <input type="checkbox"/>	Internet Sales <input type="checkbox"/>	Hobby Sales (Pet fairs) <input type="checkbox"/>	Sale of animals to the public as pets by means of a fixed or minimum donation <input type="checkbox"/>	Other (please state).....
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<b>3</b>	<b>Type of Application</b>	New		Renewal		If new, go to 3.a	
3.1	Existing licence number						
<b>3a</b>	<b>Further details about the applicant</b>						
3.2	Do you have any training certificates or qualifications?		If no, go to 3.4				
3.3	Please provide details of training certificates and qualifications						
3.4	Please provide details of relevant experience						
3.5	Date of birth						

<b>4</b>	<b>Premises to be licensed</b>						
4.1	Name of premises/trading name						
4.2	Address of premises						
4.3	Telephone number of premises						
4.4	Email address						
4.5	Do you have planning permission for this business use? If so, please send documentary evidence						

<b>5</b>	<b>Accommodation and facilities</b>						
5.1	Number and size of rooms to be used						
5.2	Heating arrangements						
5.3	Method of ventilation of premises						
5.4	Lighting arrangements (natural & artificial)						
5.5	Water supply						
5.6	Facilities for food storage & preparation						

5.7	Arrangements for disposal of excreta, bedding and other waste material		
5.8	Isolation facilities for the control of infectious diseases		
5.9	Fire precautions/equipment and arrangements in the case of fire		
5.10	Do you keep and maintain a register of animals?		
5.11	When the premises is closed what arrangements are in place to ensure the welfare of animals.		

<b>6 Animals to be sold</b>					
Please provide details of the animals to be sold					
	Type		Maximum Number	Details of accommodation including size	Age at which to be sold
6.1	Dogs / puppies				
6.2	Cats /kittens				
6.3	Chipmunks				
6.4	Rabbits & cavies				
6.5	Hamsters				
6.6	Rats, mice & gerbils				
6.7	Larger domesticated mammals, e.g. goats, pot-bellied pigs				
6.8	Primates e.g. marmosets				
6.9	Parrots, parakeets and macaws				

<b>6 Animals to be sold</b>						
Please provide details of the animals to be sold						
6.10	Pigeons					
6.11	Other large birds (please specify)					
6.12	Budgerigars, finches and other small birds					
6.13	Tortoises					
6.14	Snakes and lizards					
6.15	Tropical fish					
6.16	Marine fish					
6.17	Cold water fish					
6.18	Any other species (please specify)					

<b>7 Veterinary surgeon</b>		
7.1	Name of usual veterinary surgeon	
7.2	Company name	
7.3	Address	
7.4	Telephone number	
7.5	Email address	

<b>8 Emergency key holder</b>		
8.1	Do you have an emergency key holder?	If no, go to 9.1
8.2	Name	
8.3	Position/job title	

8.4	Address		
8.5	Daytime telephone number		
8.6	Evening/other telephone number		
8.7	Email address		
8.8	Add another person?		If, yes, continue on a separate sheet

<b>9</b>	<b>Disqualifications and convictions</b>		
	Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from:		
9.1	Keeping a pet shop?		
9.2	Keeping a dog?		
9.3	Keeping an animal boarding establishment?		
9.4	Keeping a riding establishment?		
9.5	Having custody of animals?		
9.6	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?		
9.7	Has the applicant, or any person who will have control or management of the establishment, ever had a licence refused, revoked or cancelled?		
9.8	If yes to any of these questions, please provide details, (continue on a separate sheet if necessary)		

<b>10</b>	<b>Additional details</b>		
	Is there any other information which you believe may be relevant to the application? If yes, provide details		

<b>11</b>	<b>Signature and Declaration</b>		
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	<p>Signature of applicant, or applicant's solicitor, or other duly authorised agent. If signing on behalf of the applicant, please state in what capacity.</p> <p>I am aware of the provisions of Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 and the model conditions. The details in the application form and any attached documentation are correct to the best of my knowledge and belief.</p> <p>Ticking this box indicates you have read and understood the above declaration <input type="checkbox"/></p> <p>Signature ..... Print Name .....</p> <p>Capacity..... Date .....</p> <p><b>For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent</b></p> <p>Signature ..... Print Name .....</p> <p>Capacity..... Date .....</p> <p>Name and Address to be used for correspondence</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>City/Town..... Post Code.....</p> <p>Contact number .....</p> <p>Email address .....</p>	
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**Date Protection:**  
Licence holder data is used in accordance with the General Data Protection Regulations. For further details please read the licensing team's Privacy Notice <https://www.rbkc.gov.uk/privacy-notice-licensing>. Licence holder data may also be included in data matches including the National Fraud Initiative to detect and prevent fraud.

This form should be completed and forwarded to the Licensing Team – please visit our website [www.rbkc.gov.uk](http://www.rbkc.gov.uk) for our current postal address or contact us on Telephone: 020 7341 5152 email: [licensing@rbkc.gov.uk](mailto:licensing@rbkc.gov.uk).