

**REDCAR & CLEVELAND BOROUGH COUNCIL**

Licensing, Redcar & Cleveland House, Kirkleatham Street, Redcar, Yorkshire, TS10 1RT

**APPLICATION FOR A LICENCE TO BOARD DOGS/CATS**

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

**Application type**

1	Type of application	New		Renewal	
2	Existing licence number				

**Applicant details**

3	Full name (including title)				
4	Date of birth				
5	Address				
6	Postcode				
7	Telephone				
8	Email				

**Premises to be licensed**

9	Premises trading name				
10	Premises address				
11	Premises postcode				
12	Premises telephone				
13	Do you have planning permission?	Yes		No	

**Animals**

14	Type of accommodation	Commercial		Home		Day Care	
15	Number of dogs accommodated						
16	Number of cats accommodated						
17	Name & address of any hosts and the number of dogs						
18	Name & address of any hosts and the number of dogs						
19	Name & address of any hosts and the number of dogs						
20	Name & address of any hosts and the number of dogs						
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**Veterinary surgeon**

26	Name of usual veterinarian	
27	Practice name	
28	Practice address	
39	Telephone	
30	Email	

**Additional information**

31	I have included the following with my application:	
32	A plan of the premises	
33	Public liability insurance	
34	Application fee	

## Declaration

I declare that I am not disqualified from owning, from keeping, from having custody of, or from participating in the keeping of animals. I also declare that I am not disqualified from keeping an establishment involving animals and I have never held a licence involving animals which was revoked.

35	Applicant's name	
36	Applicant's signature	
37	Date	

## Fees

An application fee of **£110** is payable with your application.

In the event a licence is granted or renewed, a further fee will be payable. The level of the fee will depend on the length of the licence issued. The length of the licence will be determined by the outcome of a premises inspection.

## Privacy Notice

The information collected on this form and from supporting documentation will be used by Redcar & Cleveland Borough Council to process your application and for administering the licensing regime.

We may share your information with, or receive information from Department for Work and Pensions (DWP), local authorities and other relevant organisations, for the purposes of assessing your application or continuing suitability to hold a licence. In certain circumstances, we may also share your personal information with the police and other agencies for the purposes of the prevention and detection of crime.

We may check information provided by you, or information about you provided by a third party, with other information held by us. We may also get information from certain third parties, or give information to them to check the accuracy of information, to prevent or detect crime, or to protect public funds in other ways, as permitted by law. These third parties include Government Departments and local authorities.

We will not disclose information about you to anyone outside Redcar and Cleveland Borough Council nor use information about you for other purposes unless the law permits us to. Redcar & Cleveland Borough Council is the Data Controller for the purposes of the Data Protection Act 1998. If you want to know more about what information we have about you, or the way we use your information, you can view our Privacy Notice on the Council's website at [www.redcar-cleveland.gov.uk/licensing](http://www.redcar-cleveland.gov.uk/licensing).