

Pembrokeshire County Council

**ANIMAL BOARDING ESTABLISHMENTS ACT 1963 –
APPLICATION FOR LICENCE TO KEEP AN ANIMAL
BOARDING ESTABLISHMENT**



UP TO A MAXIMUM OF 30 ANIMALS

1. Applicant

Applicant Full Name:

(Please PRINT full name/s, as this will appear on your licence)

Applicant Home Address:

Telephone Number:

Mobile Number:

E-mail address:

Have you ever been convicted or disqualified under any of the Acts listed below? (Please note that any declaration will be subject to the Rehabilitation of Offenders Act 1974).

| (Tick, where applicable) | Yes | No |
|---|-----|----|
| Animal Boarding Establishment Act, 1963 | | |
| Breeding of Dogs Act, 1973 | | |
| Pet Animal Act, 1951 | | |
| Riding Establishments Act, 1964 | | |
| Dangerous Wild Animals Act, 1976 | | |
| Animal Welfare Act, 2006 | | |
| Protection of Animals Act, 1911 | | |
| Protection of Animals (Scotland) Act, 1912 | | |
| Protection of Animals (Amendment) Act, 1954 | | |

If Yes, please give details:

.....
.....
.....
.....

2. Premises – (Kennel / Cattery / Daycare) Delete as applicable

Business Name:

Address:

.....
.....

Telephone Number:
Business Mobile & Fax Number:
E-mail:

Do you have a nominated Manager?

How many staff do you employ at your establishment?

Please detail maximum number and type of animals to be boarded at your establishment at any one time:

| Animal Type | Maximum Total |
|-------------|---------------|
| Cat | |
| Dog | |

How would you class your establishment?

| | (Tick, where applicable) |
|-----------------|--------------------------|
| Home Boarding | |
| Kennel Boarding | |
| Day Care | |

Where do you intend to exercise the animals?

| | (Tick, where applicable) |
|---------------------------|--------------------------|
| Exercise yard on premises | |
| Private Land | |
| Lead Walking | |

Additional information:
.....
.....
.....
.....
.....
.....

3. **Other Particulars**

Veterinary Practitioner Name:
Address:
.....
.....
Telephone Number:

Declaration:

- *I am the occupier of the premises detailed above, and hereby make application in pursuance of the provisions of the Animal Boarding Establishment Act 1963, for a licence to keep an Animal Boarding Establishment at the premises of which particulars are given above.*
- *I do hereby certify that to the best of my knowledge and belief, the above particulars are true and that I am over 18 years of age:*

Name:

Signed:

Date:

Return application form to:

**Animal Health & Welfare
Pembrokeshire County Council
County Hall
Haverfordwest
Pembrokeshire
SA61 1TP**

Payment options on reverse:

Licence Payment options: Debit / Credit Card, Cash, Cheque, BACS

| | |
|------------------------------------|---------------------------|
| Licence fee payable: | ANIMAL £599.00 |
| Payment Reference: | GP08AL69444GENERAL |
| (Trading Name) Narrative: | |
| Date PAID: | |
| Authorisation / Audit Code: | |

- Debit / Credit Card – Register / Login to “My Account” on www.pembrokeshire.gov.uk (select “Make a payment”, “More Options”, “Animal Licensing”, “Pay Licensing Fee”)
- Cash payments will only be accepted via the Cashiers Desk located in County Hall, Haverfordwest, SA61 1TP. Please do not send cash in the post!
- Cheques should be made payable to “Pembrokeshire County Council” – Please avoid sending cheques where possible.
- BACS –
Name of Bank Account: Pembrokeshire County Council
Address of Bank: 32 High Street, Haverfordwest, Pembrokeshire, SA61 2DA
Name of Bank: Barclays Bank
Sort Code: 20-37-90
Account Number: 53671917
Please forward remittances to: remittances@pembrokeshire.gov.uk
VAT Registration Number: 655 8237 10

***Please ensure to include the Payment Reference and Narrative as given above**

Please indicate below the date and method of payment chosen. No inspections can be undertaken until payment has been confirmed and a complete application received.

| Payment Method | Date Payment Made | Reference |
|----------------|----------------------------------|-----------|
| Cash | | |
| Cheque | | |
| BACS | | |
| Direct Debit | Form to be sent with Application | |

All information that we hold concerning you as an individual will be retained and processed by the Animal Health & Welfare Team strictly in accordance with the provisions of the General Data Protection Regulations 2016, as set out in our Fair Processing Notice. A full version of this notice can be viewed at <https://www.pembrokeshire.gov.uk/privacy-promise/departmental-privacy-notices> alternatively a paper copy can be provided on request.