

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

Application for a licence to sell animals as pets

This form should be fully completed, signed and sent to:

Hammersmith & Fulham Council

London Borough of Hammersmith and Fulham,
Food and Safety Team
Hammersmith Town Hall
King Street
London W6 9JU

☎ 020 8753 1081

✉ foodandsafety@lbhf.gov.uk

I/we hereby apply to the London Borough of Hammersmith and Fulham for a licence to sell animals as pets.

This box is for office use only.
Licence number
Date Received
Fee Paid £
Chq / debit card/ credit card / BAC's

***Please complete all the questions in the form.
If you have nothing to record, please state "Not applicable" or "None"***

1	Applicant Details
	State the capacity in which you are applying
<p>Individuals or Individuals <input type="checkbox"/> please complete (Section A)</p> <p>A company <input type="checkbox"/> please complete (Section B)</p>	
SECTION A. To be completed ONLY if you are applying as an individual(s)	
<p>Title</p> <p>Surname</p> <p>Forenames</p>	<p><input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Other (please state)</p>
Full Home Address	
Contact Details	
Daytime	
Mobile (optional)	
Email (optional)	
Additional individual applicant	

Title	<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Miss	<input type="checkbox"/> Other (please state)
Surname				
Forenames				

Home Address

Contact Details	
Daytime	
Mobile (optional)	
E-mail (optional)	

B. To be completed ONLY if you are applying as a Company

Company Name	
Full Address	
Description of company <i>i.e. limited or partnership</i>	
Company Number	
Telephone Number	
E-mail (optional)	

2	Type of Business		
2.1	Pet Shop		
2.2	Home Sales		
2.3	Internet Sales		
2.4	Wholesales		
2.5	Third Party Sales		
2.6	Hobby Sales (Pet Fairs)		
2.7	Sale of animals to the public as pets by means of a fixed or minimum donation		
2.8	Other please state		

3	Type of Application	New		Renewal		If new, go to 2.a	
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3.2	Existing licence number		
3a	Further details about the applicant		
3.3	Do you have any training certificates or qualifications?	Yes / No	If no, go to 2.5
3.4	Please provide details of training certificates and qualifications		
3.5	Please provide details of relevant experience		
3.6	Date of birth		

4	Premises to be licensed		
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.	Yes/No	

5	Accommodation and facilities		
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?	Yes / No	
5.11	When the premises is closed what arrangements are in place to ensure the welfare of animals.		

6	Animals to be sold				
	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	Yes/No			
6.2	Cats /kittens	Yes/No			
6.3	Chipmunks	Yes/No			
6.4	Rabbits & cavies	Yes/No			
6.5	Hamsters	Yes/No			
6.6	Rats, mice & gerbils	Yes/No			

6 Animals to be sold					
Please provide details of the animals to be sold					
6.7	Larger domesticated mammals, e.g. goats, pot-bellied pigs	Yes/No			
6.8	Primates e.g. marmosets	Yes/No			
6.9	Parrots, parakeets and macaws	Yes/No			
6.10	Pigeons	Yes/No			
6.11	Other large birds (please specify)	Yes/No			
6.12	Budgerigars, finches and other small birds	Yes/No			
6.13	Tortoises	Yes/No			
6.14	Snakes and lizards	Yes/No			
6.15	Tropical fish	Yes/No			
6.16	Marine fish	Yes/No			
6.17	Cold water fish	Yes/No			
6.18	Any other species (please specify)	Yes/No			

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

8 Emergency key holder			
8.1	Do you have an emergency key holder?	Yes / No	If no, go to 8.1
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?	Yes / No	If yes, 7.2 to 7.8 will be repeated

9 Disqualifications and convictions			
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?	Yes/No	
9.2	Keeping a dog?	Yes / No	
9.3	Keeping an animal boarding establishment?	Yes/No	
9.4	Keeping a riding establishment?	Yes/No	
9.5	Having custody of animals?	Yes/No	
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?	Yes/No	
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?	Yes / No	

9	Disqualifications and convictions		
9.8	If yes to any of these questions, please provide details,		
10	Additional details		
	Please check local guidance notes and conditions for any additional information which may be required		
	Additional information which is required or may be relevant to the application		

11 Declaration and signature section

The details in the application form and any attached documentation are correct to the best of my knowledge and belief.

Signature..... Print Name.....
Capacity..... Date.....

Address to be used for correspondence

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Post Code.....

The application should be returned with the application fee to:

London Borough of Hammersmith and Fulham,
Food and Safety Team
Hammersmith Town Hall
King Street
London W6 9JU

How to Make Payment:

Cheques are to be made payable to the London Borough of Hammersmith and Fulham.
(see our website for the most up to date fees and charges www.lbhf.gov.uk)

For payment by Credit or Debit card contact the Licensing Technical Support on
020 8753 1081. If paying by BACS please make payment to:

Name on account: London Borough of Hammersmith & Fulham
Sort Code 60 50 06
Account Number: 1140 2598
Bank: Natwest (Hammersmith Branch)