



## Animal Boarding Establishments Act 1963 Application / Renewal for Animal Boarding Licence

### INFORMATION NOTES

- A copy of the standard conditions will be attached to the licence when issued.
- A copy of these conditions can be viewed online at [www.bournemouth.gov.uk/abconditions](http://www.bournemouth.gov.uk/abconditions)
- There may be additional conditions attached to the licence which will be settled on consideration of the application
- When considering applications for licenses under the Act the need for measures to be taken to avoid noise nuisance to neighboring premises will also be considered.

<b>Application Type</b> <i>[Please tick appropriate box]</i>	<b>New application £110.00</b>	<b>Renewal application £52.00</b>	
<b>1. Applicant details</b>			
Title (Mr/Mrs/Miss/Ms):			
Surname:			
Forename(s):			
Home Address:			
Postcode:			
Tel No:			
Mobile:			
Email:			
Business Name:			
<b>Address of premises to be used as Boarding Establishment (If different from above)</b>			
Premises Address:			
Postcode:			
Tel No:			
Mobile:			
Email:			
<b>2. Premises used as boarding establishment. <i>[Please tick appropriate box]</i></b>			
House - detached		Bungalow - detached	
House - semi-detached		Bungalow - semi-detached	
House - terraced		Bungalow - terraced	
Flat			
Other – please specify:			

Does the property have a secure, outside area?	Yes		No	
Do you own the property?	Yes		No	
If Yes, please proceed to section 3. Particulars				
If No, do you have permission from your landlord to run this business?	Yes		No	
<b>If yes, please provide written permission from your landlord.</b>				
<b>3. Particulars</b>				
Number of dogs you wish to board (Please note we will only licence for a maximum of 2 dogs in your first year)				
Will you offer a collection and delivery service?	Yes		No	
If yes, please give details of vehicle(s)?				
Do you have public liability insurance?	Yes		No	
<b>If yes, please give details as follows</b>				
Public liability insurance provider:				
Certificate / Policy No.:				
Date valid from:				
Date valid to:				
<b>Details of your registered vets (Licensed boarders must be registered with a vet that offers 24 hours and emergency care)</b>				
Name:				
Address:				
Postcode:				
Tel No.(s):				
Email:				
<b>Details of an emergency key holder (must be resident within 5 minutes of walking distance)</b>				
Name:				
Address:				
Tel No.(s):				
Email:				
<b>Have you ever been convicted of an offence under the following? [Please tick appropriate box]</b>				
Animal Welfare Act 2006	Yes		No	
Protection of Animals Act(s) 1911	Yes		No	
Protection of Animals Scotland Act(s) 1912	Yes		No	
Animal Boarding Establishments Act	Yes		No	

Pet Animals Act	Yes		No	
Welfare of Animals in Transport Act 2007	Yes		No	
Breeding of Dogs Act 1973	Yes		No	
Any other animal welfare related legislation	Yes		No	
<b>If you have responded YES to any offences shown, please give details?</b>				

### Fees

Payment Method	<i>Please tick</i>
Pay by Debit or Credit Card contact ☎ 01202 451306  <ul style="list-style-type: none"> <li>• A £2.50 admin charge is applied to credit card payments.</li> </ul>	<input type="checkbox"/>
I enclose my cheque. Cheque – payable to: <b>Bournemouth Borough Council.</b>	<input type="checkbox"/>

### Website register

We provide an online register of the names, addresses and telephone numbers of all our animal boarding establishments. If you wish to have your address excluded, please tick this box.	<input type="checkbox"/>
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### Declaration

I / We the undersigned, hereby make an application in pursuance of the provisions of section 1 of the Animal Boarding Establishments Act 1963, for a licence to operate an animal boarding establishment at the premises mentioned in this application.	
I / We have checked the information given in this application and hereby certify that to the best of my/our knowledge and belief this information is correct.	
I / We understand that the information provided on this form will be displayed on the Council website and will be provided for request of data under the Freedom of Information Act 2000.	
Signed:	
Dated:	

Please return the completed application form together with the registration fee to:

Email: [animal.health@bournemouth.gov.uk](mailto:animal.health@bournemouth.gov.uk)

Postal: Planning, Transport & Regulation, Animal Health Team, Town Hall Annex, St Stephens Road, Bournemouth, BH2 6DY.

### **Data Protection – Please read carefully**

We will use the information you provide in this form and in any supporting documents to process and determine your application for a licence. The information will be held on file and on an internal database, and in such public documents as we may be required to maintain.

The information supplied may be passed to other bodies, including law enforcement agencies and government departments, as allowed by law. We may check information you have provided, or information that another person has provided, with other information we hold. We may also obtain information about you from, or provide information to, organisations such as government departments, law enforcement agencies, other local authorities and private sector organisations such as banks, insurance companies or legal firms, to verify the accuracy of information, prevent or detect crime, or protect public funds.

We will not give your information to anyone else, or use information about you for other purposes, unless the law requires us to.