



Dangerous Wild Animals Act 1976

Application for a licence to keep Dangerous Wild Animals

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| I am applying for a: <i>(tick one)</i> See note 1. | <input type="checkbox"/> New licence <i>(valid for up to two years)</i> <input type="checkbox"/> Renewal of a licence <i>(valid for up to two years)</i> <input type="checkbox"/> Variation of licence conditions <i>(change to number of animals)</i> <input type="checkbox"/> Variation of licence conditions <i>(change to species of animals)</i> |
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Please write legibly in **block capitals**, and ensure that your answers are inside the boxes and written in **black ink**. All questions must be answered. Incomplete applications will not be processed.

Before completing, please read the guidance notes at the end of the form.

You may wish to keep a copy of the completed form for your records.

| Section 1: Current licence | | <i>This section should be left blank on new licence applications</i> | |
|----------------------------|--|--|--|
| Licence number: | | Expiry date of current licence: | |

| Section 2: Premises where animals will normally be kept | |
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| Full address: <i>(including postcode)</i> | |
| If animals are to be kept in part of this premises only, please give details of that part: | |
| Is this premises (or the relevant part thereof) accessible by members of the public? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

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| Nature of this premises: <i>Please tick ✓</i> | <input type="checkbox"/> Domestic <i>(dwelling-house)</i> <input type="checkbox"/> Commercial <i>(excluding premises subject to the Zoo Licensing Act)</i> <input type="checkbox"/> Retail <i>(excluding use for sale of pet animals)</i> <input type="checkbox"/> Other – please state: _____ |
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| On what basis does the applicant(s) occupy this premises? <i>Please tick ✓</i> | <input type="checkbox"/> Freeholder <input type="checkbox"/> Leaseholder <input type="checkbox"/> Tenant <input type="checkbox"/> Other – please state: _____ |
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| Where the applicant(s) is not the freeholder of the premises: Has the freeholder given their consent to the making of this application? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
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Section 3: Applicant(s) details

The application is made by:
(tick one)

A single individual

Please give details in part A

Multiple individuals

Please give details in parts A & B

A limited company

Please give details in part C

Part A: First individual applicant

Mr Mrs Ms Other _____

Full name:

Home address:

Date of birth:

/ /

N.I. number:

Daytime phone number:

Email address:

Part B: Second individual applicant (if any)

Mr Mrs Ms Other _____

Full name:

Home address:

Date of birth:

/ /

N.I. number:

Daytime phone number:

Email address:

If there are more than two individual applicants, please give the details of further individuals on a separate sheet.

Part C: Limited company applicant

Registered name:

Registered office address:

Company registration number:

UK: Companies House

Other: _____

Daytime phone number:

Email address:

Section 4: Animals to be kept

See note 2.

Please list all of the dangerous wild animals (proposed to be) kept under this licence:

See <http://www.legislation.gov.uk/ukxi/2007/2465/schedules/made> for a list of all applicable species.

| Common name | Scientific name | Quantity to be kept | Accommodation details |
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Do the applicants:
Please tick ✓

- Currently own all of the above animals
- Propose to own all of the above animals
- Other – please give details: _____

Section 5: Accommodation and animal husbandry

See note 3.

Please describe the accommodation being provided for the animals kept. Where multiple types of accommodation are available, please describe each of them (use additional pages if necessary).

What steps do you intend to take to secure that animals will be kept in accommodation which secures that they will not escape; and which is suitable in construction, size, temperature, lighting, ventilation drainage and cleanliness?

What steps do you intend to take to secure that animals will be adequately supplied with suitable food and drink, provided with clean bedding material, can take adequate exercise, and be visited regularly?

Section 6: Fire safety*See note 3.*

What steps do you intend to take to ensure that animals will be protected in case of fire or other emergency? (please include a list of any fire prevention/detection equipment which is operated)

Please note: Persons holding dangerous wild animal licences may be subject to the provisions of the Regulatory Reform (Fire Safety) Order 2005, which requires them to take general fire precautions, to carry out a fire safety risk assessment, and if necessary to install fire detection and fire-fighting equipment at their premises.

Further information is available at www.gov.uk/workplace-fire-safety-your-responsibilities

Section 7: Disease control*See note 3.*

What steps will be taken to prevent and control the spread of infectious or contagious disease among animals kept at the premises? (please include a list of any quarantine/isolation facilities provided)

Section 8: Veterinary treatment

Please give the details of a veterinary surgeon or practitioner who provides services to the applicant(s):

Name:

Address:

Telephone number:

Section 9: Security*See note 3.*

What steps will be taken to prevent unauthorised access to the premises (or parts of the premises to which the public are not to be admitted), unauthorised removal of animals, or escape by animals?

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Section 10: Keeping animals at other premises*See note 4.*

Do you intend for any of the animal(s) listed in section 4 to be at other premises for any period exceeding 72 continuous hours (e.g. for animal exhibitions, shows, breeding purposes, etc)? If so, please give details, including the full address(es):

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Section 11: Liability insurance details*See note 5.*

Do you hold a current insurance policy insuring against liability for any damages which may be caused by the animal(s) (proposed to be) kept under this licence?

Yes No

Please detail any relevant liability insurance policies held in respect of the keeping of these animals:

| Type | Held? | Name of insurer(s): | Amount insured | Policy expiry date |
|------------------|--------------------------|---------------------|----------------|--------------------|
| Public liability | <input type="checkbox"/> | | £ million | / / |
| Other: _____ | <input type="checkbox"/> | | £ million | / / |

Section 12: Current licence conditions*This section should be left blank on new licence applications*

Given the range of species covered by the dangerous wild animals licensing legislation, it would not be appropriate to impose standard conditions applicable to every species. Licence conditions will therefore be imposed on a case-by-case basis.

Do you wish to apply to vary any of the conditions imposed on your current licence?

Yes No

If yes, please give details of the applicable condition(s), and justification for varying them:

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Please note: The Council may, at its discretion, vary or substitute any licence condition, or impose any other condition it considers necessary to achieve the aims set out in the Act. In such cases, the applicant will be advised of any proposed conditions prior to the grant of any licence.

Section 12: Offences, disqualifications, etc.

Convictions or cautions which are considered 'spent' under the Rehabilitation of Offenders Act 1974 need not be disclosed.

Is the applicant (or are any of the applicants, or any of the directors/officers of a limited company applicant) currently disqualified:

- | | |
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| a) From keeping dangerous wild animals, under the Dangerous Wild Animals Act 1976? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| b) Following a conviction under any of the following: <ul style="list-style-type: none">• Protection of Animals Acts 1911 to 1964• Protection of Animals (Scotland) Acts 1912 to 1964• Performing Animals (Regulation) Act 1925• Pet Animals Act 1951• Animals (Cruel Poisons) Act 1962• Animal Boarding Establishments Act 1963• Riding Establishments Acts 1964 and 1970• Breeding of Dogs Acts 1973• Animal Health Act 1981• Animal Welfare Act 2006• Animal Health and Welfare (Scotland) Act 2006• Animal Welfare (Breeding of Dogs) (Wales) Regulations 2014 | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| c) From having the custody of animals, under the Protection of Animals (Amendment) Act 1954? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

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| Has the applicant (or have any of the applicants, or any of the directors/officers of a limited company applicant) been convicted or cautioned for an offence under the above-mentioned legislation or any similar animal welfare legislation, where that conviction or caution is not considered to be 'spent' at this time? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
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| To their knowledge, is the applicant (or are any of the applicants, or any of the directors/officers of a limited company applicant) currently subject to legal proceedings for an offence under legislation referred to above? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
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| Has the applicant (or have any of the applicants, or any of the directors/company officers of a limited company applicant) ever been refused a dangerous wild animals licence, by this or any other authority, or had such a licence cancelled? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
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If any of the above questions have been answered 'yes', please provide further details in respect of those matters in the space below:

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Section 13: Enclosures

Scale plan *Please tick to confirm*

I enclose a scale plan, showing the layout of the premises (**see guidance notes**).

Application fee *Please tick one of the following options*

I enclose a cheque for £____, payable to Dacorum Borough Council.

I wish to pay the application fee(s) by credit or debit card – please contact me to arrange payment.

Section 14: Declaration and signatures*Every applicant must sign the form*

- I/We hereby apply for a licence to keep dangerous wild animals under the Dangerous Wild Animals Act 1976 and related legislation, and declare that to the best of my/our knowledge and belief, the above particulars are true in every respect.
- I/We understand that a licence may be refused if I am/We are found to have knowingly or recklessly made a false statement or omitted any material particular in giving information required in this form.
- I/We understand that the above-mentioned premises will be inspected by an authorised officer of the authority, an authorised veterinary surgeon or practitioner, or both, prior to any decision being made in respect of this application, and agree to facilitate this.
- I/We understand that any licence issued will be subject to conditions determined by the Council and undertake in the event of a licence being granted to observe and adhere to such conditions.
- I/We understand that we will be notified of any other condition that the council may propose to grant a licence subject to prior to the making of such a decision, and that we may appeal against such a proposal to a magistrates' court prior to the issue of a licence.

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|---------|--|-------------|--|-------|--|
| Signed: | | Print name: | | Date: | |
| Signed: | | Print name: | | Date: | |

If there are more than two applicants, a copy of this page should be taken to allow all applicants to sign. Where the application is made by a limited company, the form should be signed by an officer of the company.

Completed application forms should be submitted, along with payment of the appropriate fee(s) and a scale plan of the premises (see below for requirements), to:

Licensing, Dacorum Borough Council, The Forum, Marlowes, Hemel Hempstead, Herts, HP1 1DN

Data Protection – PLEASE READ THIS NOTICE 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 internal databases and electronic document management systems, and included in such public registers as the Council 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 about that 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.

Dacorum Borough Council is the data controller for the purposes of the Data Protection Act. If you would like to know more about what information we hold about you, or the way we use it, please contact us.

Office use only

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|---------------------|--|------------------|--|
| Date received: | | Fee received: | £ |
| Receipt number: | | | <input type="checkbox"/> Chq <input type="checkbox"/> Card |
| Appn complete: | | Lic. approved: | |
| Licence valid from: | | Licence expires: | |

Guidance notes for applicants

Under the Dangerous Wild Animals Act 1976, persons who wish to keep dangerous wild animals must be licensed by the applicable local council. A list of the species designated in legislation as dangerous wild animals can be found at <http://www.legislation.gov.uk/ukxi/2007/2465/schedules/made>

The Act provides exemptions for animals being kept at zoos (which may require licences under the Zoo Licensing Act 1981), circuses, licensed pet shops, and places specified in section 2C licences under the Animals (Scientific Procedures) Act 1986. Such premises will not require licences under this legislation.

1. Dangerous wild animal licences are issued for a duration of 2 years. Licences may be cancelled before the expiry date if the holder is convicted of an offence under this Act, or other associated animal welfare legislation.
2. Please state the maximum number of animals of every species to be kept. Where hybrid animals which are covered by the Act are to be kept, please ensure that these are listed in separate rows to any purebred animals. For every species, please give a brief summary of the type of accommodation they will be kept in. You will be asked to give further details about all types of accommodation later in the application form.
3. Should you need additional space to complete your response to these questions, please continue on a blank page, indicating clearly which question you are responding to. We may also accept copies of documents (e.g. operational manuals) in place of individual responses to these questions, providing that they cover all required matters.
4. Animals may only be transported to premises in other areas for prolonged periods with the express consent of the Council. Dacorum Borough Council has a legal duty to consult with the applicable council for the area it is proposed to take animals to, and so will require the full address of the premises in order to correctly identify the appropriate local authority.
5. The licensing authority requires an appropriate level of public liability insurance is held by every person who keeps dangerous wild animals, to secure against liability for damages to property or persons which could be caused by the animals. Coverage requirements will vary dependent upon the species of animals kept, the number of animals, and other circumstances. We strongly recommend discussing coverage needs with an insurance broker specialising in dangerous wild animal cover prior to taking out a policy.

Veterinary inspections

The law requires that every dangerous wild animal licence application include an inspection by an independent veterinary surgeon or practitioner prior to the grant of a licence, and prior to the renewal of licences. A suitably qualified vet shall be appointed by the Council and asked to carry out a full inspection of the premises, the date and time of which will be agreed with the applicant. An additional fee representing the cost of the veterinary inspection will be payable by the applicant, in addition to the licence fee – this fee remains payable even if a licence is subsequently refused. The fee will depend on the duration of the inspection, and as such the precise amount can only be confirmed following the inspection. A copy of the veterinarian's inspection report will be provided to the applicant(s) following the inspection.

Scale plan requirements

If you are applying for a new licence, or have made significant changes to the layout of the premises since your last licence was granted, we will require you to provide a scale plan, which clearly shows the (internal) layout of your premises.

Plans may be drawn to any appropriate scale (please indicate what scale you have used). There is no requirement to have plans professionally drawn – we will accept any reasonable plan, which shows all areas of your premises which will be used to accommodate dangerous wild animals, including animal accommodation, food preparation areas, isolation facilities and exercise areas, and which includes, as a minimum:

- All internal and external walls or fences, and the boundary of your premises
- Access and egress points to and from the premises
- Location of emergency escape routes from the premises (if different to above)
- Areas used for accommodating animals (including any permanent enclosures, structures or pens)
- Areas used for exercising animals (including any permanent enclosures, structures or pens)
- Areas used for storage/preparation of food for animals
- Location of fire detection/safety equipment
- Location of any medical equipment/isolation facility
- Location of any heating/ventilation sources

If you have previously submitted a scale plan of your premises (i.e. if you are applying to renew an existing licence), and no changes have been made to the layout or structure of the premises since your licence was granted, it is not necessary to submit a further plan with this application.