

Application for a licence to carry out the activity of hiring out horses

Standard applicant profile section 1

Complete this section if you are an agent acting on behalf of a client

Our question	Your answer
Agent name	
Agent address	
Agent email	
Agent main telephone	
Other telephone	

Applicant details	Your answer
Name	
Date of birth	
Address	
Email	
Main telephone	
Other telephone	
Are you applying as	

Business details	Your answer
Companies house registration number	
Is your business registered outside of the UK	
VAT number	
Legal status of the business	
Your position in the business	
Country where your business is registered	

Business address	
Companies house registration number	
Building name or number	
Street	
District	
City or Town	
County or administrative area	
Post Code	
Country	

For renewal applications only

Our question	Your answer
Existing licence number	

Premises to be licenced	Your answer
Name of premise/trading name	
Address of premises	
Email	
Telephone	
Is the establishment open throughout the year	
When is it normally open	
Do you have planning permission for this business use?	

Accommodation and facilities	Your answer
Number of stalls	
Number of boxes	
Dimensions of covered yard	
Dimensions of open yard	

Describe the accommodation	Your answer
Forage and bedding	
Equipment and saddlery	

Describe arrangements for	Your answer
Water supply and watering horses	
Disposal of animal waste	
Protection of horses in event of a fire, and fire precautions	

Describe the land for	Your answer
Grazing	
Instructing or demonstrating	
Exercise	

Horses	Your answer
How many horses are kept under the terms of the Act at the present time?	
How many horses is it intending to keep under the terms of the Act during the year?	

Please provide on a separate sheet/spreadsheet detail of all horses currently kept including:

- Name of horse
- Description including size
- Sex
- Age
- Horse passport number
- Equine life number
- Microchip number
- Purpose for which horse is kept
- Age range of people who ride this horse
- Are there other horses, donkeys, etc? If yes, provide the information required in 8.3 to 8.9 for all other horses an additional sheet/spreadsheet

Management of the establishment	Your answer
Name of the manager/person with direct control of the establishment	
Address of the manager/person with direct control of the establishment	

Does the manager have any of the following	
Assistant Instructor's Certificate of the British Horse Society	
Intermediate Instructor's Certificate of the British Horse Society	
Instructor's Certificate of the British Horse Society	
Fellowship of the British Horse Society	
Fellowship of the Institute of the Horse	
None of the above	
Please give details of the manager's experience in the management of horses	
Does a responsible person live at the establishment?	
What are the arrangements in the event of an emergency?	
Will a person who is under 16 years of age be left in charge of the establishment at any time?	
Will a responsible person (of 16 years or over) provide supervision at all times while horses from the establishment are used for riding instruction or are hired out for riding (except in the case of the hirer being competent to ride without supervision)?	

Veterinary Surgeon	Your answer
Name of usual vet surgeon	
Company name	
Address	
Email	
Telephone	

Our question	Your answer
Do you have public liability insurance	
Policy details	
Insurance company	
Policy number	
Period of cover	
Amount of cover (£5 Million required)	

Does this policy	Your answer
Insure against liability for any injury sustained by those who hire a horse from you for riding and those who use a horse in the course of receiving instruction in riding, provided by you in return for payment?	
Insure against liability arising out of such hire or use of a horse?	
Insure such hirers or users in respect of any liability which may be incurred by them in respect of injury to any person caused by, or arising from, such hire or use?	
Please state what steps you are taking to obtain such insurance	

Additional Information

Please confirm the following Information is attached

Question	Your answer
A plan of the premises	
Insurance policy (minimum £5million)	
Standard Operating Procedures <ul style="list-style-type: none">• Feeding regime• Cleaning regime• Transport regime• Monitoring and ensuring health and welfare of animals• Procedure for death of animal• Procedure for escape of animal	
Emergency Response Plan (including procedure for care of animals if premises uninhabitable).	
Prevention and control of spread of disease procedure	
Qualifications	
Training Records	
Other documents may be required specific to the type of activity	
Written permission from landlord if you are not owner of property	

Declaration

This section must be completed by the applicant. If you are an agent please ensure this section is completed by the applicant.

Declaration statements

- I am aware of the provisions of the relevant Act, Regulations and Statutory Guidance.
- The details contained in the application form and any attached documentation are correct to the best of my knowledge and belief.
- I understand that a person authorised by the Council will inspect the premises before a licence is issued.
- I understand that a person authorised by the council may inspect the premises either by appointment or unannounced at any reasonable time.
- I understand that a person authorised by the council may take photographs or video footage whilst carrying out inspections or visits to the premises.
- I am aware that a fee is payable for this licence application.
- I accept that all veterinary fees incurred by the authority in respect to the licence application will be recoverable at cost.
- I accept that in the event of my application being refused I withdrawn it, I will not be refunded the application fee or any part thereof under any circumstances.
- Any inactivity on an application for more than six months will deem the application void and a new application is to be made
- I apply under the above legislation for a licence to carry on the activity of hiring out horses at the above premises.
- I accept that on occasion the council has to provide information to third parties in response to requests made under the Environmental Information Regulations 2004, Data Protection Act 1998 and Freedom of Information Acts.

Declaration	Your answer
Confirming you have read and understood the above declaration	
Full Name	
Capacity/Position of Signatory	
Date	

Send your completed form to animal.licensing@tmbc.gov.uk