



The Animal Welfare (Primate Licences) (England) Regulations 2024

Application for a New/Renewal Licence for keeping Primates

PRIVACY NOTICE

We will use your personal data to process any application you make for the grant or renewal of a licence under the Animal Welfare (Primate Licences) (England) Regulations 2024 for the purpose of administering, processing and determining your application and securing compliance with and enforcement of relevant UK and international laws.

As one of the Council's public tasks, undertaken in the public interest, it is necessary to use your personal information in this way to provide our services and to keep our records up to date and to undertake the following:

Where appropriate we may share the information you provide to us with other parts of the Council in order to carry out the Council's statutory functions.

We may also, where required or permitted by law, pass information about you to third parties. This may include, but is not limited to, other local authorities, government departments, the National Fraud Initiative, HMRC, the UK Border Agency and the police carrying out their tasks in the public interest.

Where appropriate some of the information you provide may also be made public as part of any hearing requirements to determine your application or to ensure compliance with any licence issued and related licensing laws.

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

1.	Applicant details		
	Name		
	Address		
	Email		
	Main telephone number		
	Other telephone number		
	Date of birth		
	Are you applying as an individual	Yes / No	If yes, go to 3.
	Are you applying as a business or organisation, including a sole trader	Yes / No	

2.	Applicant Business		
	Company Name:		
	Is your company registered with companies house	Yes / No	
	Registration Number		

2.1.	Business Address – This should be your official address – The address required of you by law to receive all communication		
	Business Address		

3.	UKAS Accreditation		
	Are you a member of a UKAS accredited organisation	Yes / No Name of Organisation:	

4.	Premises to be licensed		
	Name of premises/trading name		
	Address of premises		
	Telephone number of premises		
	Email address		

5.	Animal(s)	
	Please provide details of the species, number and gender of the animal(s) you intend to keep:	
	Will you be the owner of the animal(s)	Yes / No
	Do you intend to breed or attempt to breed from these animals?	Yes / No
	Do you intend to move the animal(s) from the premises detailed in section 4? If yes, please provide details	Yes / No
	Please complete Appendix A with the animal details	
6.	Accommodation and facilities	
	Details of the quarters used to accommodate animals, including number, size and type of construction	
	I confirm that I have sought and received all the necessary permissions to keep the animal(s) listed in this application from any third party with interest in the property	Yes* / No / N/A *Please enclose evidence with your application
6.1	Please describe the escape proof accommodation in which the animals listed above will be held:	
	Construction	
	Size	
	Drainage	
	Ventilation	

	Temperature Control	
	Disposal of animal waste	
	Lighting	
6.2	Please describe the husbandry arrangements for the animals listed above:	
	Arrangements for the storage and preparation of food and drink	
	Arrangements for the provision of adequate exercise	
	For ensuring veterinary care, including preventative measures and to control the spread of disease	
	Emergency evacuation procedures in the event of fire or other emergency	
7.	Veterinary surgeon	
	Name of usual veterinary surgeon	
	Company name	
	Address	
	Telephone number	
	Email address	
	Do you consent for RBC and/or their authorised Inspectors to contact your veterinary practice?	Yes / No
8.	Emergency key holder(s)	
	Do you have an emergency key holder?	Yes / No
	Name	
	Position/job title	

	Address	
	Daytime telephone number	
	Evening/other telephone number	
	Email address	
Emergency key holder 2		
	Name	
	Position/job title	
	Address	
	Daytime telephone number	
	Evening/other telephone number	
	Email address	
9.	Public liability insurance	
	Do you have public liability insurance (PLI)? If yes, please attach a copy of the policy PLI will need to be in place before the licence can be granted	Yes / No
10.	Disqualifications and convictions	
	Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from keeping any animal under (a)section 34(2) of the Animal Welfare Act 2006; (b)section 1 of the Protection of Animals (Amendment) Act 1954; (c)section 40(1) of the Animal Health and Welfare (Scotland) Act 2006; or (d)section 33(1) of the Welfare of Animals Act (Northern Ireland) 2011?	Yes / No
	Has the applicant, or any person who will have control or management of the establishment, been convicted of any offences involving animals?	Yes / No
	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

	If yes to any of these questions, please provide details	
11.	Start Date and Duration of Licence	
	Please state the proposed start date of the Licence	
	If less than three years, please specify the duration of the licence	
12.	Exhibiting the Animals	
	Will the Animals be Exhibited?	Yes / No
	If so, do you hold an Exhibition of Animals issued under the Animal Welfare (Licensing of Activities involving Animals) (England) Regulations 2018?	Yes / No
	If yes, please state the Licence Number and issuing Authority:	
13.	Additional Information/supporting documentation	
	Please attach the following information:	
	A plan of the premises	
	Land/property Owner's Permission	
	Public Liability Insurance policy	
	Operating procedures	
	Risk Assessments (including Fire)	
	Infection control procedure	
	Qualifications	
	Training records	

14.	Declaration	
	This section must be completed by the applicant. If you are an agent, please ensure this section is completed by the applicant.	
	<ul style="list-style-type: none"> • 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 Dog Breeding 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
	Signing the box below indicates you have read and understood the above declaration	
	Signature	
	Full Name	
	Date	
15.	Payment	
	Current licence fees are available at www.tmbc.gov.uk/licensing/animal-licensing	
	Payment must be made after submitting the application where a payment link will be emailed to you.	

If you have any queries, contact animal.licensing@tmbc.gov.uk Please return the completed application to: animal.licensing@tmbc.gov.uk

