West Lothian Civic Centre

Howden South Road

Livingston

EH54 6FF

Tel: 01506 280000

[tradingstandards@westothian.gov.uk](mailto:tradingstandards@westothian.gov.uk)

**Environmental Health &**

**Trading Standards Manager**

Craig Smith

**FOR CIS USE ONLY**

|  |  |
| --- | --- |
| Cost Code | 20211 |
| Subjective Code | 590600 |
| Licence Amount |  |
| Method of payment |  |
| Person receiving payment |  |
| Receipt Number |  |

DANGEROUS WILD ANIMALS ACT 1976

APPLICATION FORM

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| APPLICANTS DETAILS |  |
| Applicants Name | Title: Forenames:  Surname: |
| Postal address (Including postcode) |  |
| Date of Birth |  |
| Phone number |  |
| Email address |  |
| Website address |  |

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| --- | --- |
| **TYPE / NUMBER OF ANIMALS TO BE KEPT** | |
| Species of Animal (s) to be kept  (including Latin names as well as common names) |  |
| Numbers to be kept |  |
| Male / Female (intact or neutered?) |  |
| Do you intend to breed from these animals? If yes please state which species |  |

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| **ACCOMMODATION DETAILS / FOOD ARRANGEMENTS** | |
| Address of premises which animals will normally be held (if different from above) |  |
| Description of accommodation including construction material & size |  |
| Method of drainage |  |
| Method of heating / temperature monitoring |  |
| Method of lighting |  |
| Method of ventilation |  |
| Method of drainage & removal of waste |  |
| Type of disinfectant used to clean  premises |  |
| Description of cleaning regime  including frequency |  |
| Description of exercise facilities |  |
| Details of fire precautions and  equipment |  |
| Description of facilities for disease  control |  |
| Details of the provision of water |  |
| Details of the provision, storage and  preparation of food. |  |

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| **INSURANCE POLICY AND VET DETAILS** | |
| Please provide details of your current insurance policy which insures you against liability for any damage which may be caused by the animal(s) listed above. | TYPE:  COMPANY:  EXPIRY: |
| Name and address of vet |  |

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| **PREVIOUS CONVICTIONS** |  |
| Have you ever been convicted of any offence under the following Acts or are currently disqualified under these Acts? (If yes, please provide details)  * Dangerous Wild Animals Act 1975 * Protection of Animals Act 1911 to 1964 * The Protection of Animals (Scotland) Acts 1912 to 1964 * The Pet Animals Act 1951 * The Animal Boarding Establishments Act 1963 * The Riding Establishments Acts 1964 and 1970 * The Breeding of Dogs Act 1973 * Section 28C or 28F(16) of the Animal Health Act 1981 * Sections 19 to 24, 25(7), 29 or 40(11) of the Animal Health and Welfare (Scotland) Act 2006 |  |

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| Please include copies of the following documentation with your application. This is required for new applications and renewals. | **INCLUDED** |
| * Insurance Certificate * Medicine Record Sheet * Fire Action Plan * Infection control policy |  |

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| **DECLARATION** | |
| I hereby declare that I am over 18 years of age  I am applying for a licence under the Dangerous Wild Animals Act 1976 and have paid the relevant fee online at ‘Pay for It’ (<https://www.westlothian.gov.uk/article/65485/Animal-Welfare>)  I agree that an officer or veterinary surgeon authorised by the council, may inspect the premises which are subject of this application before and / or after any licence is granted. Vet fees incurred in assessing compliance will be fully recharged to myself.    I declare my answers to the above questions to be correct in every respect. | |
| Signature |  |
| Date |  |

Notes

Vet Inspection Costs

The inspection of your premises is carried out with a vet. A separate invoice will be issued to cover the vet’s cost once the inspection has taken place, and is payable whether or not the licence is approved. On receipt of this being paid and the licence conditions being met, your new licence will be sent out.

48 hours’ notice is required for the cancellation of a veterinary appointment, if less than 48 hours’ notice a cancellation fee will be charged.

Making the Application

Please send your completed application form along to the address on the front of this application form.

Payment should be made online via the council’s ‘Pay for it’ web page at <https://www.westlothian.gov.uk/article/65485/Animal-Welfare>. Please use our service request number (on the top of renewal or enquiry letter) if you have one to help us tie up your payment and your application.

Data Protection

The security and correct use of your personal information is important to us. We do not sell personal data to external organisations. Our Privacy Statement explains what information we hold, how we manage it, who we may share it with and how we manage its disposal. Please visit <https://www.westlothian.gov.uk/media/20760/Privacy-Statement-for-Environmental-Health-and-Trading-Standards/pdf/Privacy_Statement_-_Environmental_Health_and_Trading_Standards_(A8860595).pdf>

The information on this form may be held on an electronic register which may be available to members of the public.

Fraud Detection and Prevention

This authority has a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.