West Lothian Civic Centre

Howden South Road

Livingston

EH54 6FF

Tel: 01506 280000

tradingstandards@westlothian.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 |  |

PERFORMING ANIMALS (REGULATION) ACT 1925

APPLICATION FORM

This form can be used to apply for a licence to keep a Performing Animal

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| APPLICANT DETAILS |  |
| Applicants Name | Title:Forename:Surname: |
| Postal address which certificate of registration is to be sent |  |
| Phone number |  |
| Email address |  |
| Website address |  |
| Date of Birth |  |
| Nationality |  |
| Have you been registered before for exhibiting or training performing animals |  |

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| **BUSINESS DETAILS** |  |
| Is your business registered in the UK with Companies House |  |
| Is your business registered outside the UK |  |
| Business name |  |
| Your position in business |  |
| Home Country (country where the headquarters of your business is located) |  |
| Business address |  |
| Type of insurance, company used and expiry date? | TYPE:COMPANY:EXPIRY: |

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| **INFORMATION ABOUT THE ANIMALS** |
| Address or addresses where animals will be trained & housed |  |
| Type and number of animals proposed to be trained(Please include name, type, marking system of each animal – continue on separate sheet if necessary) |  |
| Type and number of animals proposed to be exhibited(Please include name, type, marking system of each animal – continue on separate sheet if necessary) |  |
| Describe briefly the general nature of the performances in which the animals are to be exhibited or for which they are to be trained, mentioning any apparatus, which is used for the purpose of the performance. The description must be sufficient to give a general idea of what is done by the animals taking part in the performance/exhibition. Should include the approximate duration of the performance and the number of times the performance is done in one day and the number of animals of each kind taking part in the performance. |  |

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| **APPLICANTS PREVIOUS CONVICTIONS** |  |
| Have you ever been convicted of an offence in terms of the following Acts:* Performing Animals (Regulation) Act 1925,
* The Protection of Animals Act 1911:
* sections 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
 |  |
| If yes, please provide details |  |

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| --- | --- |
| Please include copies of the following documentation with your application. This is required for all new applications and renewals. |  |
| * Insurance Certificate
* Fire Action Plan
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| **Declaration** |
| I hereby declare that I am not prohibited from being registered in terms of the provisions of the Performing Animals (Regulations) Act 1925. The details contained in the application form and any attached documentation are correct to the best of my knowledge and belief. 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 in addition to the licence application fee. |
| 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](https://www.westlothian.gov.uk/media/20760/Privacy-Statement-for-Environmental-Health-and-Trading-Standards/pdf/Privacy_Statement_-_Environmental_Health_and_Trading_Standards_%28A8860595%29.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.