



**DANGEROUS WILD ANIMALS ACT 1976
APPLICATION FOR THE GRANT OR RENEWAL OF A DANGEROUS WILD ANIMALS
LICENCE**

PLEASE READ GUIDANCE NOTES SUPPLIED BEFORE COMPLETING FORMS

A. PERSONAL DETAILS

Full Name

Home Address

.....

.....

Post Code

Tel. No Mobile.....

Email

Date of Birth Age.....

Place of Birth

Do you intend to carry out the day to day management of the business? YES / NO

B. BUSINESS DETAILS

Full Name of Business

Address of Registered
or Principal Office

.....

.....

Post Code

Tel. No

Email

C. LICENCE DETAILS

Tick one box only Grant Renewal

If Renewal – Current Licence Number

If not an Renewal:

Have you previously held a Dangerous Wild Animals Licence in this area or any other area in the UK? YES / NO

If Yes Area

Dates and duration of licence

Reason no longer licensed

If not a Renewal

Have you previously been refused a Dangerous Wild Animals Licence in this area or any other area of the UK? YES / NO

If Yes Area

Reason for refusal(s)

Date(s) of Refusal

D. PREMISES DETAILS

Address of the premises where animal(s) are to be kept

Tel No. Email

Have you considered if planning consent is required? YES / NO

If Yes, please give the reference and date granted

If No, please search “Do I need planning permission?” at www.moray.gov.uk

Have you considered if a building warrant is required? YES / NO

If Yes, please give the reference and date granted

If No, please search "Do I need a building warrant?" at www.moray.gov.uk

Description and dimensions of accommodation to be used

.....
.....
.....

E. ANIMAL DETAILS

Species, sex and number of animals to be kept

.....
.....
.....

Is it intended to breed or attempt to breed the animals? YES / NO

F. KEEPERS DETAILS

Name(s) of person(s) proposed by the applicant to act as keeper(s) of the animal(s) on his or her behalf.

.....
.....
.....

G. INSURANCE DETAILS

Details of the Insurance policy to cover liability

Name of Company

Address of Company

.....
.....

Policy No.

Expiry Date

Amount of Cover £.....

H. RESIDENCE OUTSIDE THE UK

Since being born have you lived outside the UK for a continuous period of 12 months or more? YES / NO

If you have answered YES please provide details of all the countries in which you have lived. Please continue on a separate sheet if required.

Country of Residence.....FromTo.....

Country of Residence.....FromTo.....

Country of Residence.....FromTo.....

Country of Residence.....FromTo.....

For each country you, or anyone named in this application, have lived in the last 10 years you are required to provide a Criminal Record Check. Please refer to the guidance for further details of the documentation you are required to provide.

Declaration

I hereby declare that I am over 18 years of age and not disqualified by being convicted of any offence at any time under the Protection of Animal Act 1911 to 1964, the Protection of Animals (Scotland) Act 1912, The Protection of Animals Act 1934, the Pet Animals Act 1951, the Animal Boarding Establishments Act 1963, the Riding Establishments Act 1964 and 1970 or the Breed of Dogs Act 1973.

I require the licence to operate from theday of20.....

A remittance of £.....is enclosed for the licensing fee.

Signature of applicantDate

Or

Signature of Agent on behalf of applicantDate

Agents Address
.....

NB. It is an offence for any person to make any statement which he knows to be false in this application or in connection with making of this application

Data Protection - The Moray Council / Licensing Board is the data controller for this process. Information about you on this form will be used to process your licensing application. In processing your application, the information may be shared between Council departments, other agencies and the public where necessary and/or in accordance with statute. The Council / Board has a duty to process your information fairly. Information we hold must be accurate, up to date, is kept only for as long as is necessary and is otherwise shared only where we are legally obliged to do so. You have a legal right to obtain details of the information that we hold about you. For full terms please visit [Licensing Privacy Statement](#). For full Data Protection policy, information and rights please see www.moray.gov.uk/dataprotection .



GUIDANCE NOTES for DANGEROUS WILD ANIMALS LICENCES

Dangerous Wild Animals Act 1976

Disclaimer

These notes have been prepared as an outline of the licensing provisions in connection with dangerous wild animals introduced by the Dangerous Wild Animals Act 1976. Whilst every effort has been made to ensure accuracy, these notes are for general guidance only and do not constitute legal advice. It is the responsibility of applicants and licence holders to ensure that they comply with the provisions of the Act, any statutory instruments made thereunder, the conditions outlined in the Schedule attached to your licence and any policy/guidance notes issued by the Council.

INTRODUCTION

You must have a licence, under the Dangerous Wild Animals Act 1976, from us to keep any dangerous wild animal in Moray. You can find a list of all wild animals classed as dangerous in the Act online. (<http://www.legislation.gov.uk/ukpga/1976/38/contents>)

We will look at various matters when considering whether to grant a licence, including public safety or nuisance, suitability of the proposed licence holder and animal welfare. The proposed premises must be inspected by our chosen vet, for which you must pay the fees.

We may refuse a licence on any grounds. If a licence is issued, it will be valid for the remainder of the year in which it is issued, and must be renewed each year. Each licence issued will be subject to conditions that will ensure standards are maintained and the premises may be inspected at any time.

If it is more appropriate, separate zoo and pet shop licenses are also available.

THE APPLICATION FORM

The application is split into 8 sections

- A. Personal Details
- B. Business Details
- C. Licence Details

- D. Premises Details
- E. Animal Details
- F. Keeper(s) Details
- G. Insurance Details
- H. Residence Outside the UK

You must answer all of the questions as fully as you can as failure to do so may result in your application being returned to you. Your application will not be processed until you have provided all the necessary information.

A. PERSONAL DETAILS

You require to complete this section if you are an individual person applying for a Dangerous Wild Animals Licence. It is essential that your full details are supplied on the application form so that necessary Police checks can be undertaken swiftly and so your application can be progressed as quickly as possible.

B. BUSINESS DETAILS

You require to complete this section if the premises/operation is run by a company or partnership rather than an individual person.

C. LICENCE DETAILS

A Dangerous Wild Animal Licence generally lasts for a maximum of 1 year although the Licensing Authority have the discretion to grant it for a shorter period. Once it expires you can apply to renew it for a further 1 year.

Grant of a Licence - If you have never held a Dangerous Wild Animals Licence before, or you do not currently have such a licence, or you are moving to different premises then you need to apply for the grant of a licence.

Renewal of Licence – If you currently hold a Dangerous Wild Animals Licence which has not expired, but is due to expire then you need to apply for a renewal of the licence. The old licence remains in force until the renewal is granted, but only if the renewal application is made before the expiry date.

If you are applying for the grant of a licence you are asked questions on the form as to whether you have previously held a licence in the United Kingdom or whether you have been refused such a licence previously. Please note that it is very important that you complete these questions fully.

D. PREMISES DETAILS

You are required to supply the full postal address and telephone number of the premises to which the licence is to relate. Please also include the details of the accommodation being provided for the animal(s).

E. ANIMAL DETAILS

Please give details of all the animals in which it is proposed to keep at the premises please detail type, sex and number.

F. KEEPERS DETAILS

Please provide the full name(s) of all person(s) who will be acting as keeper(s) of the animals on behalf of the applicant.

G. INSURANCE DETAILS

Please provide details of the insurance policy held to cover liability, please include the name and address of the company, the policy number, expiry date and the amount of cover.

H. RESIDENCE OUTSIDE THE UK

If you are making an application you, or anyone named in the application must provide evidence of your criminal history:

- **If you were born in the UK** but have lived in any other country within ten years prior to your application for a continuous period of twelve months or more you must provide a Criminal Record Check for all those countries for the relevant period(s)
- **If you were born outwith the UK** you must provide a Criminal Record Check from your country of origin for the time of residence there **IF** it was in the last ten years, unless you left that country without reaching the criminal age of responsibility. You must also provide a Criminal Record Check from any other country in which you have resided for a continuous period of twelve months or more in the ten years prior to application.

In all cases, the Criminal Record Checks provided must

- have been obtained within the six months immediately prior to submitting your application; and
- be translated into English; and
- be verified by the relevant UK-based Embassy or High Commission

Process for obtaining Criminal Record Checks -

<https://www.gov.uk/government/publications/criminal-records-checks-for-overseas-applicants>

Note: The certificate must be produced before the licence can be granted. Whilst it is desirable for the applicant to produce the certificate with the application, it is not a strict requirement. This is so any applicant having difficulties will not be disadvantaged by delays to processing the application. At the applicants choosing, the application can be accepted as valid without the convictions evidence but the evidence should be provided as soon as possible. In this way the convictions evidence will be a check rather than a validation. Applicant should still note, however, that the licence cannot be granted without the evidence having being produced. Therefore if the application is approaching the 9 month time limit without the evidence being produced, the application may be refused for failure to comply with administrative provisions.

If you are experiencing difficulties in obtaining a certificate then please contact the licensing team to discuss your options. It may be possible to accept alternative evidence, for example: evidence of checks having been carried out by another government body; affidavits; or character references.

In cases where it is not possible to provide any satisfactory evidence, the application will be referred to the Licensing Committee for a decision. Therefore the application may be delayed pending the outcome of a hearing.

GENERAL INFORMATION

You require to sign and date the declaration at the bottom of the application form. This is a very important part of the form and you should note that it is a criminal offence to make a false declaration for which you can be prosecuted and fined up to £2,500.

Once you have completed the application form please submit it to:

The Head of Legal and Democratic Services
Moray Council
High Street
Elgin
IV30 1BX

If you have any queries please e-mail licensing@moray.gov.uk or contact us on 01343 563027.