



## Application for a licence under the **Animal Boarding Establishments Act 1963**

**Boarding establishments** are where the operator(s) is/are carrying on at premises of any nature (including a private dwelling) the business of providing accommodation for other people's animals (except where the provision of accommodation is not the main activity).

**Veterinary Surgeon's Report:** Moray Council as licensing authority requires a satisfactory report from a veterinary surgeon (dated no earlier than within the period of twelve months immediately preceding the application date and preferably within the preceding three months). The authority would normally instruct a vet of its choosing to visit and report back to the authority. In order to speed the process, the authority is giving applicants the opportunity to instead provide their own report at the time of application for the licence. The vet inspection and report should be an independent assessment of the operation and the vet is not present to act as a representative of or advocate for the applicant.

**Important Note:** The applicant is responsible for all expenses. The report must contain sufficient information to enable the authority to determine the people, premises and animals are all suitable for the keeping of a boarding establishment. That includes a description of the condition of the premises and of the animals. In particular the report must confirm matters set out below. If the licensing authority at any time considers the report supplied by the applicant to not be sufficient to justify the grant of a licence then the authority may – at its own absolute discretion:

- ask the applicant seek further information / clarification at the applicant's own expense; and/or
- instruct a vet of the authority's choosing to visit and report **at the applicant's expense** i.e. the expense will be recharged by the authority in accordance with the normal procedure and/or
- refuse the application;

### **Specific Matters for the Vet to Consider**

The authority has absolute discretion to withhold a licence on whatever grounds it sees fit. A satisfactory vet's report is therefore required to assist the authority in determining whether to grant a licence for the keeping of a boarding establishment by have regard to the likelihood of the applicant ensuring:—

1. That animals will at all times be kept in accommodation suitable as respects construction, size of quarters, number of occupants, exercising facilities, temperature, lighting, ventilation and cleanliness;
2. That animals will be adequately supplied with suitable food, drink and bedding material, adequately exercised, and (so far as necessary) visited at suitable intervals;
3. That all reasonable precautions will be taken to prevent and control the spread among animals of infectious or contagious diseases, including the provision of adequate isolation facilities;
4. That appropriate steps will be taken for the protection of the animals in case of fire or other emergency;
5. That a register be kept containing a description of any animals received into the establishment, date of arrival and departure, and the name and address of the owner, such register to be available for

inspection at all times by an officer of the local authority, veterinary surgeon or veterinary practitioner.

More detailed information is available within the standard licence conditions referenced below.

The authority is also required to specify such conditions in the licence, if granted by them, as appear to the local authority necessary or expedient in the particular case for securing all the objects specified above.

### **Licence Conditions**

The vet's report shall include an assessment that the applicant will be able to comply with the conditions set out in the links below:

General page: [Animal Boarding Establishment Licence - Moray Council](#)

Dog Boarding: <http://www.moray.gov.uk/downloads/file106547.pdf>

Cat Boarding: <http://www.moray.gov.uk/downloads/file111340.pdf>

Home Boarding: <http://www.moray.gov.uk/downloads/file111341.pdf>

**Important Note on Licence Conditions:** The vet's report shall specify such conditions as may be suitable for the licensing authority to attach to the licence that would appear necessary or expedient in the particular case to securing all the objectives specified above.



# Vet Report and Certification

Licence under the Animal Boarding Establishment Act 1963

<b>MC Reference</b>		<b>Applicant Name</b>	
<b>Vet Name</b>			
<b>Qualification</b>			
<b>Date of Visit</b>			
<b>Inspection Report</b> Continue on separate sheet if necessary – describe premises, condition and suitability and animals present, their condition and suitability			
<b>Number of Animals</b>			
<b>Tick</b> <input type="checkbox"/>	I have inspected the premises having regard to the matters set out above and certify that it is suitable for the proposed use		
<b>Tick</b> <input type="checkbox"/>	I have inspected the animals present and certify that having regard to the matters set out above they are well looked after and healthy and suitable for the proposed use		
<b>Tick</b> <input type="checkbox"/>	I certify that I see no reason why the applicant will not be able to comply with the licence conditions set out above		
<b>Tick</b> <input type="checkbox"/>	I would suggest the following additional conditions as necessary and expedient to secure the objectives set out above:		
<b>Date and Time</b>			
<b>Signed</b>			

