

## **ANGUS COUNCIL**

### **Animal Boarding Establishments Act 1963**

#### **Animal Boarding Establishment Licence**

The attached application form for an animal boarding establishment licence should be completed and returned to the Director of Legal, Governance and Change, Angus Council, Angus House, Orchardbank Business Park, Forfar, DD8 1AN.

The lodging fee of £133.35 for a new grant or the lodging fee of £116.55 for year 2 onwards should be submitted with the application form and please note that this fee is not refundable.

#### **Cheques should be made payable to Angus Council.**

On receipt of your application form a copy of the form will be forwarded to Police Scotland in order that they may carry out checks into your suitability to hold a licence and this will include a check on any convictions/offences. The Council will also consult Angus Council's Regulatory, Protective and Prevention Service. The Council's Revenues and Benefits Service will also be consulted to check whether you have any outstanding debts due to the Council. This process will take a statutory minimum period of three weeks.

Should the Police have any comments on your application, this will require to be considered by the next available Civic Licensing Committee which generally meets on a six weekly cycle.

If you have any queries, please email the Licensing Section on [LAWLicensing@angus.gov.uk](mailto:LAWLicensing@angus.gov.uk).