

**The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations
2018**

Application for a licence to hire out horses

1	Reference number	
	System reference Number (if known)	
	Your reference (if known)	

2a	Agent				
	Are you an agent acting on behalf of the applicant	Yes		No	If no, go to next question
2b	Further information about the Agent				
	Name				
	Address				
	Email				
	Main telephone number				
	Other telephone number				

3	Applicant details				
	Name				
	Address				
	Email				
	Main telephone number				
	Other telephone number				
	Are you applying as a business or organisation, including a sole trader	Yes		No	
	Are you applying as an individual	Yes		No	

4a	Applicant Business				
	Is your company registered with companies house	Yes		No	If no, go to next question
	Registration Number				
	Is your business registered outside the UK				
	VAT Number				
	Legal status of the business				
	Your position in the business				
	The country where your head office is located.				
4b	Business Address – This should be your official address – The address required of you by law to receive all communication				
	Building name or number				
	Street				
	District				
	City or Town				
	County or administrative area				
	Post Code				
	Country				

5	Type of Application					
	Type of Application	New		Renewal		If no, go to next question
	Existing licence number					
	Further information about the applicant					
	Date of birth					

6	Establishment to be licensed	
	Name of premises/trading name	
	Address of premises	
	Telephone number	
	Email address	
	Is the establishment open throughout the year?	Yes/No
	When is it normally open?	
	Do you have planning permission for this business use.	Yes/No

7	Accommodation and facilities	
	Please describe the accommodation available for horses:	
	Stalls (please give the number)	
	Boxes (please give the number)	
	Covered yard (please give dimensions)	
	Open yard (please give dimensions)	
	Please describe the land available for:	
	Grazing	
	Instructing or demonstrating	
	Exercise	
	Please describe the accommodation available for:	
	Forage and bedding	
	Equipment and saddlery	
	Please describe the arrangements in place for:	
	Water supply and watering horses	
	Disposal of animal waste	
	Protection of horses in event of a fire, and fire precautions	

8	Horses	
	How many horses are kept under the terms of the Act at the present time?	
	How many horses is it intended to keep under the terms of the Act during the year?	
	Please provide details of all the horses currently kept	
	Name of horse	
	Description including size	
	Sex	
	Age	
	Horse passport number	
	Purpose for which horse is kept	

	Age range of people who ride this horse		
	Add another horse?	Yes/No	If no, go to next question
8a	Horses 2		
	Name of horse		
	Description including size		
	Sex		
	Age		
	Horse passport number		
	Purpose for which horse is kept		
	Age range of people who ride this horse		
	Add another horse?	Yes/No	If no, go to next question
8b	Horses 3		
	Name of horse		
	Description including size		
	Sex		
	Age		
	Horse passport number		
	Purpose for which horse is kept		
	Age range of people who ride this horse		
	If you intend to hire out further horses please attach a separate list of these with the information requested in questions 4.3 to 4.10 for each.		

9	Management of the establishment	
	Name & Address of the manager/person with direct control of the establishment	
	Does the manager have any of the following certificates? (tick all that apply)	
	Assistant Instructor's Certificate of the British Horse Society	
	Intermediate Instructor's Certificate of the British Horse Society	
	Instructor's Certificate of the British Horse Society	
	Fellowship of the British Horse Society	
	Fellowship of the Institute of the Horse	
	None of the above	
	Please give details of the manager's experience in the management of horses	
	Does a responsible person live at the establishment?	Yes/No
	What are the arrangements in the event of an emergency?	
	Will a person who is under 16 years of age be left in charge of the establishment at any time?	Yes/No
	Will a responsible person (of 16 years or over) provide supervision at all times while horses from the establishment are used for riding instruction or are hired out for riding (except in the case of the hirer being competent to ride without supervision)?	Yes/No

10	Veterinary surgeon	
	Name of usual veterinary surgeon	
	Company name	
	Address	

10	Veterinary surgeon	
	Telephone number	
	Email address	

11	Public liability insurance		
	Do you have public liability insurance?	Yes/No	If no, go to next question
	Please provide details of the policy		
	Insurance company		
	Policy number		
	Period of cover		
	Amount of cover (£)		
	Does this policy:		
	Insure against liability for any injury sustained by those who hire a horse from you for riding and those who use a horse in the course of receiving instruction in riding, provided by you in return for payment?	Yes/No	
	Insure against liability arising out of such hire or use of a horse?	Yes/No	
	Insure such hirers or users in respect of any liability which may be incurred by them in respect of injury to any person caused by, or arising from, such hire or use?	Yes/No	
	Please state what steps you are taking to obtain such insurance		

12	Disqualifications and convictions	
	Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from:	
	Keeping a pet shop?	Yes/No
	Keeping a dog?	Yes/No
	Keeping an animal boarding establishment?	Yes/No
	Keeping a riding establishment?	Yes/No
	Having custody of animals?	Yes/No
	Has the applicant, or any person who will have control or management of the establishment, been convicted of any offences under the Animal Welfare Act 2006?	Yes/No
	Has the applicant, or any person who will have control or management of the establishment, ever had a licence refused, revoked or cancelled?	Yes / No
	If yes to any of these questions Please provide details,	

13	Additional details	
	Please check local guidance notes and conditions for any additional information which may be required	
	Additional information which is required or may be relevant to the application	

Declaration section

1	Model Licence Conditions & Guidance	
	All applicants to tick that they have read the applicable model licence conditions & guidance	
	Pet Vending	
	Animal Boarding	
	Performing Animals	
	Riding Establishments	
	The Breeding and Sale of Dogs	

2	Additional Information	
	Please attach the following Information	
	A plan of the premises	
	Insurance policy	
	Operating procedures	
	Risk Assessments (including Fire)	
	Infection control procedure	
	Qualifications	
	Training records	

3	Fee	
	I have made or enclosed payment of the fee	

4	Declaration	
	This section must be completed by the applicant. If you are an agent please ensure this section is completed by the applicant.	
	I am aware of the provisions of the relevant Act and model licence conditions. The details contained in the application form and any attached documentation are correct to the best of my knowledge and belief.	
	Signing this box indicates you have read and understood the above declaration	
	Full Name	
	Capacity	
	Date	