



Application for a licence to keep primates



Animal Welfare (Primate Licences) (England) Regulations 2024

Stratford-on-Avon District Council

Environmental Health & Licensing, Elizabeth House, Church Street, Stratford-upon-Avon. CV37 6HX
Telephone: 01789 260211 Email: licensing.applications@stratford-dc.gov.uk Website: www.stratford.gov.uk

If you find the text in this form difficult to read we may be able to supply it in a format better suited to your needs.

Data Protection - PLEASE READ THIS NOTICE CAREFULLY

The personal data that you provide will be used in the determination of your application, matters in connection with any licence issued and for reference in the event of future applications you might make, the legal basis for this processing is that it is necessary for compliance with the legal obligations to which Stratford-on-Avon District Council is subject.

You must complete this form in order for us to determine your suitability for a licence and enable us to administer your licence should any be granted. If you do not complete this form we will not be able to determine your suitability for a licence or administer any licence issued, so the licence application will be refused.

Your name will be available on the council's public register of premises that have applied to become licensed, together with the status of any such licence. Your personal data may be shared with: an authorised veterinary surgeon; internal council departments who require access to your information for the purposes of administration, regulation and law enforcement; the Cabinet Office as part of the National Fraud Initiative; HM Revenue and Customs; National Anti-Fraud Network; law enforcement agencies, including but not limited to, the police.

Your data will be kept for the duration of the time you hold a licence issued by Stratford-on-Avon District Council, and will be destroyed 6 years after the date your licence expired.

You have the right to access your personal data and to complain if you think your data is being used incorrectly. You may also have other rights, such as to have your data corrected or erased. For full details on your personal data rights please see the Council's main Privacy Notice on www.stratford.gov.uk

For the Data Controller and Data Protection Officer's contact details and further information please see the Council's main Privacy Notice on www.stratford.gov.uk

Form Completion

Please read the guidance notes carefully before completing this application form. The guidance notes can be found at the end of the application.

Please write legibly in **BLOCK CAPITALS**, and ensure that your answers are inside the boxes and written in **black ink**.

All questions must be answered.

Incomplete applications will not be processed.

You may wish to keep a copy of the completed form for your records.



Application for a licence to keep primates



Animal Welfare (Primate Licences) (England) Regulations 2024

Stratford-on-Avon District Council

Environmental Health & Licensing, Elizabeth House, Church Street, Stratford-upon-Avon. CV37 6HX
Telephone: 01789 260211 Email: licensing.applications@stratford-dc.gov.uk Website: www.stratford.gov.uk

If you find the text in this form difficult to read we may be able to supply it in a format better suited to your needs.

A APPLICANT DETAILS

First Name(s):

Surname:

Title:

Postal Address:

Postcode:

Phone (Home):

Phone (Mobile):

Email Address:

National
Insurance No:

B DISQUALIFICATION (see guidance note 1)

(tick as appropriate)

Are you or any other person who will be responsible for the care and management of the primates, disqualified from keeping primates?

YES

NO

C DATE LICENCE TO TAKE EFFECT (see guidance note 2)

(DD/MM/YYYY)

On what date do you propose the licence should have effect?

D LICENCE DURATION (see guidance note 3)

(tick as appropriate)

The default period of a licence granted by the licensing authority is three years

Do you wish to apply for a licence to be granted for a period of LESS than three years? YES

NO

If you have answered YES to a period of LESS than three years how long do you want the licence to be granted for?

E PREMISES WHERE THE PRIMATE(S) WILL BE KEPT

Premises Postal
Address:

Postcode:

F DETAILS OF NUMBER/SPECIES OF PRIMATE TO BE KEPT

What primates are you applying for a licence to keep? (please use a continuation sheet if necessary)

Species (Common Name)	Species (Scientific Name)	Number to be kept
-----------------------	---------------------------	-------------------

G DETAILS OF INDIVIDUAL PRIMATES TO BE KEPT

Please provide the following information in respect of each individual primate that it is proposed to be kept: (please use a continuation sheet if necessary)

Name	Sex M/F	Species (Common Name)	Species (Scientific Name)	Date of birth (or approximate)	Microchip Number
------	------------	--------------------------	------------------------------	-----------------------------------	---------------------

H NAMED VETERINARIAN (see guidance note 4)

Please provide the name and address of the veterinarian with whom the primates are registered.

Full Name of
Veterinarian:

Practice Name:

Postal Address:

Postcode:

Phone (Mobile):

Email Address

I BREEDING

(tick as appropriate)

Will any breeding of primates take place at the premises?

YES

NO

J SUPPORTING DOCUMENTATION

(tick to confirm)

Please enclose/attach the following supporting documentation with your application.

Written procedures covering: <ul style="list-style-type: none">• The temporary isolation of any primate;• The death or escape of a primate; and• The care of the primates following the revocation of the licence or the death of the licence holder.	YES
Written procedures that demonstrate that the following will be implemented: <ul style="list-style-type: none">• That the primates are monitored daily for signs of pain, suffering, injury, disease or abnormal behaviour and that any vulnerable animals are checked more frequently;• That the primates are weighed monthly;• That all reasonable precautions are taken to prevent and control the spread of infectious diseases, pathogens and parasites amongst the primates and people;• That where any sign of pain, suffering, injury, disease or abnormal behaviour is noted in relation to a primate, steps are taken promptly to identify the cause or possible cause and provide the primate with appropriate treatment and care.	YES
A written hygiene protocol that demonstrates that: <ul style="list-style-type: none">• Each enclosure is maintained in an appropriate state of cleanliness and the risk of disease transmission is reduced; and• The cleaning and disinfecting of the enclosure is carried out at a frequency, and in a way that, does not cause distress, suffering or avoidable discomfort for the primates in the enclosure and takes into consideration their natural behaviours.	YES
Written procedures for the transportation of any primate	YES

K ADDITIONAL INFORMATION AND DECLARATIONS

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, Regulations and Statutory Guidance.
- I declare that the details contained in the application form and any attached documentation are correct to the best of my knowledge and belief.
- I understand that a veterinarian or other suitably competent person authorised by the Council will inspect the premises to assess whether or not a licence can be granted.
- I understand that if a licence is granted, a veterinarian or other suitably competent person authorised by the Council may inspect the premises either by appointment or unannounced at any reasonable time.
- I understand that a veterinarian or other suitably competent person authorised by the Council may take photographs or video footage whilst carrying out inspections or visits to the premises.
- I am aware a fee is payable for this application.
- I accept that all veterinary fees incurred by the Council in respect of this application will be recoverable at cost and that failure to make payment may lead to the revocation of any licence issued.
- I accept that in the event of my application being refused or withdrawn, the application fee will not be refunded.
- I accept that on occasions the Council is required to provide information to third parties made under the Environmental Information Regulations 2004, the Data Protection Act 1998 and the Freedom of Information Act 2000.
- The Council may make use of a third-party animal welfare inspector who carries out some inspections on our behalf. For the purposes of arranging your initial and interim inspections, your contact details may be passed to this inspector.
- I confirm that I am aware of the provisions of the relevant legislation and the licence conditions, which I must comply with at all times.
- I agree by signing this application that I have read, agree to and understand this declaration.

Signature:

Full Name (PLEASE PRINT):

Date (DD/MM/YYYY):

Guidance notes on applying for a licence to keep primates

1. Persons who cannot apply

An application for a licence cannot be made by an individual who is under the age of 18, or, who is disqualified from keeping primates under any of the following:

- a) Section 34(2) of the Animal Welfare Act 2006;
- b) Section 1 of the Protection of Animals (Amendment) Act 1954;
- c) Section 40(1) of the Animal Health and Welfare (Scotland) Act 2006; or
- d) Section 33(1) of the Welfare of animals Act (Northern Ireland) 2011.

2. Licence Commencement

Licences will normally take effect immediately following a decision by the Council to grant a licence. However, if you would like to request a licence takes effect later than this, you can specify when you would like the licence to have effect. The requirement to hold a licence to keep primates takes effect from 6 April 2026. Therefore, this is the earliest date that the Council will grant a licence from.

3. Licence Duration

Licences will normally be granted for a period of three years. However, if you wish for the licence to be granted for a shorter period, you can request this when making application. Please note the application fee will remain the same regardless of whether a licence is granted for a period of less than three years.

4. Named Veterinarian

The primate(s) must be registered with a veterinarian who has agreed to provide the following:-

- a) Routine visits at an appropriate frequency to assess the health, condition and welfare of each primate;
- b) Carry out or supervise the treatment of a sick primate;
- c) Administer or supervise the administration of medicines, vaccines, parasite control, disease surveillance and contraception to the primates when appropriate;
- d) Monitor the health and welfare of each primate; and
- e) Advice and assistance in an emergency.

5. How to pay the application fee

By Debit and Credit Card

You can do this via:

- Telephone on 01789 260979
- Personal visit to Elizabeth House, Church Street, Stratford-upon-Avon, CV37 6HX between 9.00am and 5.00pm

By Bank Transfer

If you want to pay by bank transfer, you need to make your own arrangements direct with your bank. Please ask your bank to make payments to:

Lloyds Bank PLC: 22 Bridge Street, Stratford-upon-Avon. CV37 6AG

Sort code: 30-98-26

Account name: Stratford-on-Avon District Council

Account number: 67689560

Reference your licence number or business name.

6. How to submit your application

Please send your completed application form with the relevant supporting documents and a copy of your receipt of payment to licensing.applications@stratford-dc.gov.uk .

Alternatively, you can post your application to:

Licensing Team, Stratford-on-Avon District Council,
Elizabeth House, Church Street, Stratford-upon-Avon, CV37 6HX.

7. What happens after the application is received?

When an application is received, the Council will arrange for a suitable person to inspect the premises specified in the application, to determine whether the licence conditions are likely to be met if the application were to be granted.

Following the inspection, if the local authority is satisfied that the licence conditions are likely to be met, the application will be granted, and a licence will be issued.

If the local authority is not satisfied that the licence conditions are likely to be met, the application will be refused.

8. Request for reconsideration and appeals

If your application is refused, you will be provided with information on how you can make representations to the Council, and request that the decision be reconsidered. If following reconsideration, the decision to refuse the application is substantiated, you will be provided with information on how you can make a formal appeal against the Council's decision to the First-tier tribunal.

9. Conditions of licence

All licences will be issued subject to the conditions set out in Schedule 1 of the Animal Welfare (Primate Licences) (England) Regulations 2024

10. Inspections of licensed premises

A local authority that has granted a primate licence may, at any reasonable hour during the licence period, arrange for a suitable person to inspect the premises specified in the licence to determine whether the licence conditions are being met.

11. Offences

From 6 April 2026 it will be an offence under section 13 of the Animal Welfare Act 2006 to keep a primate without a licence. These offences carry a maximum penalty of imprisonment for a term not exceeding 51 weeks or an unlimited fine, or both.

12. Revocation or variation of a licence

The Council may revoke or vary a licence if they are satisfied the licence holder has failed to:

- Comply with a licence condition
- Allow access for an inspection
- Pay any fees required in connection with a licence application (including veterinary fees)

The Council can vary a licence by reducing the number of any primates of any species authorised to be kept under a licence, or, remove any species of primate specified in a licence.