



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

**Application for a Variation  
of a Licence for Hiring out Horses**

Please complete all the questions in the form.  
If you have nothing to record, please state "Not applicable" or "None" and proceed to the next question

<b>1</b>	<b>Reference number</b>	
1.1	System reference Number	
1.2	Your reference	

<b>2</b>	<b>Agent</b>					
2.1	Are you an agent acting on behalf of the applicant	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	If no go to 3
<b>2b</b>	<b>Further information about the Agent</b>					
2.2	Name					
2.3	Address					
2.4	Email					
2.5	Main telephone number					
2.6	Other telephone number					

<b>3</b>	<b>Applicant details</b>					
3.1	Name					
3.2	Address					
3.3	Email					
3.4	Main telephone number					
3.5	Other telephone number					
3.6	Applying as a business or organisation, including a sole trader	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
3.7	Applying as an individual	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	

<b>4</b>	<b>Applicant Business</b>					
4.1	Is your company registered with companies house	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	If no go to 4.3
4.2	Registration Number					
4.3	Is your business registered outside the UK					
4.4	VAT Number					
4.5	Legal status of the business					
4.6	Your position in the business					
4.7	The country where your head office is located.					
<b>4b</b>	<b>Business Address – This should be your official address – The address required of you by law to receive all communication</b>					
4.8	Building name or number					



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

<b>4</b>	<b>Applicant Business</b>	
4.9	Street	
4.10	District	
4.11	City or Town	
4.12	County or administrative area	
4.13	Post Code	
4.14	Country	

<b>5</b>	<b>Type of Application - Variation</b>	
5.1	Existing licence number	
5.2	Brief description of required variation	

<b>6</b>	<b>Establishment licensed</b>	
6.1	Name of premises/trading name	
6.2	Address of premises	
6.3	Telephone number	
6.4	Email address	

<b>7</b>	<b>Accommodation and facilities – (If no changes go to question 8.0)</b>	
	<b>Please describe the accommodation available for horses:</b>	
7.1	Stalls (please give the number)	
7.2	Boxes (please give the number)	
7.3	Covered yard (please give dimensions)	
7.4	Open yard (please give dimensions)	
	<b>Please describe the land available for:</b>	
7.5	Grazing	
7.6	Instructing or demonstrating	
7.7	Exercise	
	<b>Please describe the accommodation available for:</b>	
7.8	Forage and bedding	
7.9	Equipment and saddlery	
	<b>Please describe the arrangements in place for:</b>	
7.10	Water supply and watering horses	
7.11	Disposal of animal waste	
7.12	Protection of horses in event of a fire, and fire precautions	

<b>8</b>	<b>Additional Horses to be included</b>	
8.1	How many horses are kept under the terms of the Act at the present time?	
8.2	How many additional horses is it intended to keep under the terms of the Act during the year?	
	<b>Please provide details of additional horses</b>	



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

8.3	1. Name of horse		
8.4	Description including size		
8.5	Sex		
8.6	Age		
8.7	Horse UELN number		
8.8	Horse microchip number		
8.9	Purpose for which horse is kept		
8.10	Age range of people who ride this horse		
8.11	Include a Veterinary certificate which confirms that the horse is fit for work	Yes/No	
	Add another horse?	Yes/No	If yes, repeat 8.3 to 8.11
8.3	2. Name of horse		
8.4	Description including size		
8.5	Sex		
8.6	Age		
8.7	Horse UELN number		
8.8	Horse microchip number		
8.9	Purpose for which horse is kept		
8.10	Age range of people who ride this horse		
8.11	Include a Veterinary certificate which confirms that the horse is fit for work	Yes/No	
	Add another horse?	Yes/No	If yes, repeat 8.3 to 8.11
8.3	3. Name of horse		
8.4	Description including size		
8.5	Sex		
8.6	Age		
8.7	Horse UELN number		
8.8	Horse microchip number		
8.9	Purpose for which horse is kept		
8.10	Age range of people who ride this horse		
8.11	Include a Veterinary certificate which confirms that the horse is fit for work	Yes/No	
	Add another horse?	Yes/No	If yes, repeat 8.3 to 8.11 on a separate sheet

<b>9</b>	<b>Management of the establishment (If no changes go to next question)</b>		
9.1	Name & Address of the manager/person with direct control of the establishment		
9.2	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		

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

9.3	Please give details of the manager's experience in the management of horses	
9.4	Does a responsible person live at the establishment?	Yes / No
9.5	What are the arrangements in the event of an emergency?	
9.6	Will a person who is under 16 years of age be left in charge of the establishment at any time?	Yes / No
9.7	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

<b>10</b>	<b>Veterinary surgeon (If no changes go to next question)</b>	
10.1	Name of usual veterinary surgeon	
10.2	Company name	
10.3	Address	
10.4	Telephone number	
10.5	Email address	

<b>11</b>	<b>Public liability insurance (If no changes go to next question)</b>		
11.1	Do you have public liability insurance?	Yes / No	If no, go to question 11.9
	If yes, please provide details of the policy		
11.2	Insurance company		
11.3	Policy number		
11.4	Period of cover		
11.5	Amount of cover (£m)		
	<b>Does this policy:</b>		
11.6	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	If yes to all, go to 12.1
11.7	Insure against liability arising out of such hire or use of a horse?	Yes / No	
11.8	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	
11.9	Please state what steps you are taking to obtain such insurance		

<b>12</b>	<b>Disqualifications and convictions (If no changes go to next question)</b>		
	Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from:		
12.1	Keeping a pet shop?	Yes/No	
12.2	Keeping a dog?	Yes / No	
12.3	Keeping an animal boarding establishment?	Yes/No	
12.4	Keeping a riding establishment?	Yes/No	
12.5	Having custody of animals?	Yes/No	



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

<b>12</b>	<b>Disqualifications and convictions (If no changes go to next question)</b>		
12.6	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	
12.7	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	
12.8	If yes to any of these questions Please provide details,		

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

<b>14</b>	<b>Payment</b>		
14.1	Payment must be made at the time of making the application, payments can be made online via the Warwick District Council web site ( <a href="http://www.warwickdc.gov.uk">www.warwickdc.gov.uk</a> ) Variation fees are subject to if a visit is required, please contact the team for more information		

<b>15</b>	<b>Licence Conditions &amp; Guidance</b>		
	All applicants to tick that they have read the applicable model licence conditions & guidance		
15.1	Hiring out horses		

<b>16</b>	<b>Additional Information (If no changes go to next question)</b>		
	Please attach the following Information		
16 .1	A plan of the premises		
16 .2	Insurance policy		
16 .3	Operating procedures		
16 .4	Risk Assessments (including Fire)		
16 .5	Infection control procedure		
16 .6	Qualifications		
16 .7	Training records		

<b>17</b>	<b>Declaration</b>		
17.1	This section must be completed by the applicant. If you are an agent please ensure this section is completed by the applicant.		
17.2	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.		
17.3	Ticking this box indicates you have read and understood the above declaration		
17.4	Full Name		
17.5	Capacity		
17.6	Date		