

Licence Application Form

Application for a licence: Keeping and transport of certain invasive alien species



- Please complete this application form in BLOCK CAPITALS using **dark ink** or type.
- The application should be completed and signed by the person wishing to become the licensee.
- Please complete all relevant sections of the form as failure to do so could delay your registration.
- This form can be completed electronically and emailed to us at Invasive-Alien-Species-Licence@naturalengland.org.uk
- Alternatively, completed forms should be posted to Natural England at the address at the top of this form

What happens next

- Natural England will aim to determine the outcome of a completed licence application within its published service standards. You must read and understand the licence and its conditions prior to use and follow the conditions of that licence.
- If you are unsure of anything within the licence then please contact us (details above) for clarification of guidance.

Wildlife Licensing
Natural England
Horizon House
Deanery Road
Bristol, BS1 5AH
T. 020802 61089

Invasive-Alien-Species-Licence@naturalengland.org.uk

For Office Use Only

CWM Ref No:

Charter Deadline:

1. Application Details

Please enter the details of the Applicant. *(For guidance please see attached Annex: Application Notes)*

- if the Applicant **is** already registered as a customer please complete Registered Customer Details (a)
- If the Applicant **is not** already registered as a customer please complete the New Customer Registration (b)

(a) Registered Customer Details

*Customer Number

*Surname

*Forename

*Postcode

(b) New Customer Registration (continued on page 2)

*Email Address

***Title**

(Please tick as appropriate)

Mr Mrs Ms Other

(Please specify)

***Forename**

Middle Name

***Surname**

If you represent an organisation please complete (i) and (iii)

(i) *Business Title

(ii) *Company

(iii) *Position

House Name/No.

*Address Line 1

*Address Line 2

Address Line 3

Town

*County

*Postcode

Country

Either 'Telephone No.' or 'Mobile No.' must be completed.

Telephone No.

Mobile No.

*Customer Type (e.g. Farmer, Householder, Ecologist, etc.)

(c) Alternative Applicant Contact Details

In the event that the applicant is unavailable to discuss the application, it would be helpful if alternative contact details could be provided. By completing this section you are confirming that this contact is authorised to act on behalf of the applicant.

Name:

Tel Number:

Email Address:

2. Previous Application

(a) *To your knowledge, have there been any previous applications or licence decisions concerning this site?

Yes No

If 'No' please go to the next section. If 'Yes' to (a) please complete the following.

(b) *Date of most recent application:

(c) *What was the subject of the previous applications?

(d) *What is the application or licence reference number?

(e) *What was the outcome of the previous application? *(Please select one of the following)*

Granted

Not Granted

Advice Only

Deferred

Not Yet Known

3. Purpose

(a) *Confirm the purpose of the application:

Keeping of an animal by a facility (including transportation) for welfare purposes, under Article 36(2)d of the 2019 Order.

(b) * Please provide details of the main aims of this application:

4. Site Details

*Are any addresses for the facilities to be named on the licence different to the applicant's address?

Yes No

*If 'Yes' ... For each facility to be named, please complete **all** of the following details:*

If 'No' ... Please complete Facility Name and OS Grid Reference boxes only.

Please give the location(s) of the facility/ies where animals will be kept, including site name and county. Note that the licence will restrict keeping to listed, approved facilities. Please ensure that all facilities where you wish to keep animals under the licence are listed. If more than three facilities are required, please attach details on a separate sheet.

	Facility 1	Facility 2	Facility 3
*Facility Name:			
House no:			
*Address Line 1:			
*Address Line 2:			
Address Line 3:			
Town:			

*County:			
*Postcode:			
*OS Grid Reference (in format XX12345)			
Type of location: (e.g. Holding facility, research establishment, processing plant, outdoor site etc.)			
*Contact details for each facility (phone or email)			

5. Designated Sites

*(a) Will any part of the proposed activity fall in and/or adjacent to a Designated Site? Yes No

If 'Yes' to (a) please complete the table below. If 'No', please go to the next section.

Please indicate whether the activity will fall on and/or adjacent to a designated site:	Designated site name:	Type of Designated Site e.g. National Nature Reserve (NNR), Site of Special Scientific Interest (SSSI), Special Protection Area (SPA), Special Area of Conservation (SAC), Ramsar Site
On <input type="checkbox"/> Adjacent to <input type="checkbox"/>		
On <input type="checkbox"/> Adjacent to <input type="checkbox"/>		
On <input type="checkbox"/> Adjacent to <input type="checkbox"/>		
On <input type="checkbox"/> Adjacent to <input type="checkbox"/>		
On <input type="checkbox"/> Adjacent to <input type="checkbox"/>		
On <input type="checkbox"/> Adjacent to <input type="checkbox"/>		

If activity falls on / adjacent to multiple sites, please attach details of these sites on a separate sheet.

(b) Have you received permission from all the designated site managers? Yes No Not Known

(c) Have you consulted with Natural England for advice on the implications of the application on the designated sites? Yes No Not Known

(d) Please give either the outcome of your consultations or the reason why you have not consulted us. Please provide any relevant correspondence and the name of the local Natural England adviser or reserve manager consulted.

6. Application Details

(a) Please add details for all licensable actions you wish to perform. *Please complete one column per species. If additional species are required, please attach details on a separate sheet.*

	Licensable Action 1	Licensable Action 2	Licensable Action 3
<i>Applicant Subject</i>	<i>The keeping and transport of an animal by a facility until the end of its natural life</i>		
* Species			
* Activity	<input checked="" type="checkbox"/> Keep <input checked="" type="checkbox"/> Transport	<input checked="" type="checkbox"/> Keep <input checked="" type="checkbox"/> Transport	<input checked="" type="checkbox"/> Keep <input checked="" type="checkbox"/> Transport
Expected number of animals to be kept and/or transported			
Life Stage	Adult <input type="checkbox"/> Juvenile <input type="checkbox"/>	Adult <input type="checkbox"/> Juvenile <input type="checkbox"/>	Adult <input type="checkbox"/> Juvenile <input type="checkbox"/>
Sex	Male <input type="checkbox"/> Female <input type="checkbox"/>	Male <input type="checkbox"/> Female <input type="checkbox"/>	Male <input type="checkbox"/> Female <input type="checkbox"/>
* Which facility does this relate to (under section 4 above)			
* Proposed Date From			
* Proposed Date To			

(b) Are you submitting a map or plan? Yes No

Please note: For new applications, where practical, we may request that you provide a map or plan of a suitable scale showing where the activities will be undertaken. Please attach this to your application if appropriate.

c) Provide details of the measures to prevent the species escaping or spreading from the contained holding facilities or during transportation? **Please note that it will be the licensee's responsibility to ensure that these measures are sufficient to ensure that the animals do not escape or breed.**

(d) Provide an assessment of the risk of escape of the species and any risk mitigation measures to be put in place

(e) Provide details of the monitoring and contingency plan to address the possible escape or spread?

7. Additional Licensed Persons

* Will any Additional Licensed Persons be required to act under this licence? Yes No

If 'Yes', for each Additional Licensed Person, please complete the details below. If 'No' please go to the next section.

The person/persons must have the relevant knowledge and skills to carry out work under the licence without personal supervision of the Licensee. An Additional Licensed Person will be named in respect of keeping of animals at specific facilities and transporting them to or from that facility.

	Person 1	Person 2	Person 3
* Title:			
* Forename:			
Middle Name:			
* Surname:			
House No.:			
* Address Line 1:			
* Address Line 2:			
Address Line 3:			
Town:			
* County:			
* Postcode:			
* Which facility does this relate to?			

Please note: that only the Licensee and persons listed as Additional Licensed Persons can act under this licence. If more than three Additional Licensed Persons are required, please attach details on a separate sheet.

The Licensee and Additional Licensed Person(s) and each of them individually are grantees of this Licence and responsible for compliance with it.

8. Supplementary Information

Please provide any additional information you may have to support your application e.g. evidence confirming appropriate knowledge and skills of working with the listed animals named on this application. [Please include number of the relevant animals kept in the last two years]

9. Using and Sharing Your Information

There is significant public interest in wildlife licensing and in those who benefit from receiving a wildlife licence. We may make information publicly available, for more information, please see our [Privacy Notice](#).

Natural England intends to publish online a list of Named Facilities, to assist the public with finding suitable, lawful housing for Invasive Alien species. The information we will release will include the facility name, contact details (email address and/or telephone number) and the species they are permitted to keep and transport under this licence.

I agree for my Named Facilities' details to be published so the public know that I'm licensed to take Invasive Alien Species?

Yes No

10. Declaration

Have you, or any persons named in this form by you, been convicted of any wildlife-related or animal welfare offence? *Tick as appropriate* Yes No

If 'YES', please give details, including dates

Declaration

- I have read and understood the guidance provided in this application form. I declare that the particulars given are correct to the best of my knowledge and belief, and I apply to be granted a licence in accordance with these particulars.
- For any animals held or transported under this licence, I will put and keep in place sufficient measures to ensure that they cannot escape or reproduce.
- I undertake to obtain all other necessary permissions or consents to carry out activities authorised as a result of this application, and to allow any employee or representative of Natural England (which may include a veterinary surgeon) to monitor or inspect the work described in this application.
- I understand that a person who for the purpose of obtaining the grant of a licence knowingly or recklessly makes a statement or representation which is false in a material particular, or furnishes a document or information which is false in a material particular, is guilty of an offence.
- I confirm that I have made any Additional Licensed Persons proposed in this application form fully aware of their legal responsibilities should a licence be granted.

Signature of applicant:

For applications submitted electronically, please either insert an electronic signature above or tick this box to confirm agreement with this declaration

Name: *(in BLOCK letters)*

Date:

Important Advice

- Natural England can modify or revoke at any time any licence that may be issued. This will not be done unless there are good reasons for doing so.
- Any licence is likely to be revoked immediately if it is discovered that false information had been provided which resulted in the issue of that licence.
- Under the Invasive Alien Species (Enforcement and Permitting) Order 2019, any person who in order to obtain a licence knowingly or recklessly makes a statement or representation, or furnishes a document or information which is false in a material particular, shall be guilty of an offence and may be liable to criminal prosecution. Any person found guilty of such an offence may be liable to an unlimited fine, and the licence in relation to the offence has been committed will be void from the time it was granted.

Annex A. Application Notes

Applicant

The Applicant is the person or body submitting the application who, if the licence is granted, would become the Licensee. The Applicant may appoint agents to produce the application pack and act on their behalf. A person with specific skills and knowledge of the species concerned must be appointed to assist in the preparation and the delivery of the proposals that ensure the legislative requirements can be met.

Licensee

The "Licensee" named on the licence is responsible for ensuring that all activities carried out in relation to the licence comply with the terms and conditions of the licence. However, all persons authorised to act under the licence must comply with the licence and its conditions (see Invasive Alien Species (Enforcement and Permitting) Order 2019 Article 6). This means that all authorised persons have a responsibility for ensuring that the licence terms and conditions are understood and complied with. Failure to do so could lead to prosecution.

Additional Licensed Person

An "Additional Licensed Person" is a person with suitable skills and knowledge to be able to carry out work under a licence without the personal supervision of the Licensee and who is responsible for ensuring that all activities that s/he carries out in relation to the licence comply with the terms and conditions of the licence. . An Additional Licensed Person must be appointed by the Licensee and be named on the Licence in respect to the transport and keeping of listed animals at a specific Named facility. Additional Licensed Persons shall carry a copy of the licence which they are acting under and shall produce it to any police or Natural England officer on request.