



## Application for the Registration of a Circus or Animal Act

Centre for International Trade - Carlisle  
Animal and Plant Health Agency  
Eden Bridge House  
Lowther Street  
Carlisle  
CA3 8DX  
Tel: 03000 200 301  
Fax: 0208 0260 498  
Email: [LiveAnimalExports.Carlisle@apha.gsi.gov.uk](mailto:LiveAnimalExports.Carlisle@apha.gsi.gov.uk)

### Admin use only

Date Received	<input type="text"/>
Registration No.	<input type="text"/>
Date documentation sent to OV	<input type="text"/>
File No.	<input type="text"/>

### Notes

- It is necessary to read the Commission Regulation 1739/2005 Question and Answer sheet before completing this application form. If it is not included with this form it is available on the APHA web pages at <https://www.gov.uk/guidance/register-a-travelling-circus-or-animal-act-to-travel-in-the-eu> or by contacting the office at the above address.
- The species covered by the Regulation are all mammals (including bats), birds, bees, salmon and trout.
- Registration under this Regulation is only necessary where circuses or animal acts intend to travel to other EU Member States.
- The Regulation applies to 'circus animal acts' and to other 'animal acts' kept for the primary purpose of public exhibition or entertainment. Animals that fall within this definition need to comply with the requirements of the Regulation. Conversely, animals kept primarily for another purpose, such as pet, farm animal or zoo animal would be excluded because they would fall within other regimes that regulate movements within the EU.
- This form requires you to provide information for the issue of passports for circus/animal act animals. Please note that this excludes dogs, cats, ferrets and horses who are required to have passports under other legislation. No animal is required to have more than one passport or health certificate but if dogs, cats, ferrets or horses are of the circus or act, they will still need to conform with the requirements of Commission Regulation No. 1739/2005.
- Your application for registration must be received at least 40 working days prior to travel.
- Please return your fully completed application form to the address at the head of this form.
- APHA will make charges for the registration of your circus or animal act and will also charge for the passport issued. The up to date charges can

be found on the APHA web pages via the following link: <https://www.gov.uk/guidance/register-a-travelling-circus-or-animal-act-to-travel-in-the-eu>. If you don't have access to the internet, please contact APHA at the address at the head of this form. Charges will be payable upon written demand.

- You must nominate an approved Official Veterinarian (OV) to carry out the registration visit. If you do not know the name of an approved OV, please contact the office at the head of this form.
- Your OV will require payment for services carried out. This is a private arrangement between you and your OV.
- The registration documentation will be sent to your OV in the first instance, not to you.
- It is the applicant's responsibility to comply with any other legal requirements applicable to the ownership and movement of circus animals and animal acts.

### Data Protection Act 1998 – Fair Processing Notice:

The purpose of this Fair Processing Notice is to inform you of the uses that will be made of your personal data.

The Department for Environment, Food and Rural Affairs (Defra) is the data controller in respect of any personal data that you provide when you complete this form. APHA, an Executive Agency of Defra, will gather and process the data on behalf of Defra. This data is required in order to fulfil the requirements of Commission Regulation 1739/2005 on the animal health requirements for the movement of circus animals and animal act animals between EU Member States. The data you provide may be shared within Defra, the Scottish Government, the Welsh Ministers, the Department of Agriculture for Rural Development, Northern Ireland (DARD), Local Authorities and other Public Bodies for purposes in connection with:

1. The processing of your application
2. Public health.

3. Animal health and welfare, including disease control and the tracing of animal movement.
4. Enforcement action in connection with Commission Regulation 1739/2005.
5. Statistical purposes.
6. Occasional customer research aimed at improving the services provided to you.

The public authorities, including Defra and APHA, that received information relating to your application may be required to release information, including personal data, on request under the Environmental Information Regulations 2004 or the Freedom of Information Act 2000 (equivalent legislation applies in Scotland). However, the public authorities will not permit any unwarranted breach of confidentiality or act in contravention to their obligations under the Data Protection Act 1998.

If you wish to obtain a copy of your personal data held by Defra or APHA in connection with your application, please follow the procedure at <https://www.gov.uk/government/organisations/animal-and-plant-health-agency/about/personal-information-charter>.

Please note that you may be charged a fee of £10 for this service. You may also be asked to provide proof of your identity and information that will help us locate the data you are seeking. Defra's public service guarantee on data handling, which gives details of your rights in respect of the handling, which gives details of your rights in respect of the handling of your personal data, is also available on this website. If you don't have access to the internet, please telephone the Defra helpline 03459 33 55 77 and ask to speak to the Data Protection Officer.

If you believe that any of the information we hold concerning you is incorrect or out of date, please provide APHA with the accurate information in writing together with supporting evidence (if appropriate). You should address your correspondence to your local APHA office. Their contact details can be found at:

<https://www.gov.uk/government/organisations/animal-and-plant-health-agency/about/access-and-opening>.

If you don't have access to the internet, you can find out who your local APHA office is by phoning 03000 200 301.

### 1. Name, address and contact point details

1.1 Name of circus or animal act

1.2 Name of owner of circus or animal act

1.3 Address of owner of circus or animal act

  
  
  


Postcode

Tel. No. (including national dialling code)

Mobile

Email

1.4 Name of operator of circus or animal act  
(i.e. manager if different from owner)

1.5 Address of operator of circus or animal act  
(i.e. manager if different from owner)

  
  
  


Postcode

Tel. No. (including national dialling code)

Mobile

Email

1.6 Out of the names stated at 1.2 and 1.4, who is the main point of contact?

1.7 Contact telephone number when travelling

1.8 Address of resting/winter quarters (if applicable)

  
  
  


Postcode

Tel. No. (including national dialling code)

1.9 Name and address of nominated OV

  
  


Postcode

Email

1.10 Please state date (or approximate date) of when you first intend to move the circus or animal act to another EU Member State

It is necessary for passports to be issued to each animal in the circus and therefore section 2 below is designed to ensure we issue to correct number of passports to your OV. There are 2 types of passport, one for birds and rodents, which is treated as a group passport, and one for individual animals. On the bird and rodent passport, only a single species can be on one passport, and the bird/rodents must be of the same breed. Where birds or rodents are individually identified, there is no limit on the numbers per passport.

This form should be used to apply for passports for dogs, cats, ferrets or horses as these animals are required to have passports under other legislation.

**2. Animal and passport information (1)**

Species	How many of species	Total number of individual passports required	Total number of bird/rodent passports required

I am: the circus/animal act owner/operator   
the circus/animal act owner's agent

I have read the Notes section, including the Data Protection Act Fair Processing Notice on page 1. I have informed all persons whose personal details I have supplied on this form that I have done so and that APHA will hold a record of these details.

Signature of Circus/  
Animal Act Owner/Agent

Name in  
BLOCK LETTERS

Date

Agent address   
  
Postcode

Agent Tel. No.

Agent Email

**FAIR PROCESSING NOTICE**

Defra, the Scottish Government, the Welsh Government and the Food Standards Agency are Data Controllers in Common in respect of personal data processed by the Animal and Plant Health Agency (APHA). For the purposes and usage of the data by APHA and the data sharing arrangements, please see the Personal Information Charter on GOV.UK. A hard copy of this can be provided if required; please contact your local APHA Field Service office. APHA will not permit any unwarranted breach of confidentiality or act in contravention of their obligations under the Data Protection Act 1998. APHA is an Executive Agency of the Department for Environment, Food and Rural Affairs and also works on behalf of the Scottish Government, Welsh Government and Food Standards Agency.

The Animal and Plant Health Agency is an Executive Agency of the Department for Environment, Food and Rural Affairs working to safeguard animal and plant health for the benefit of people, the environment and the economy.