

<p>7. Are you disqualified for the time being from:-</p> <p>(a) keeping a riding establishment? (b) keeping a dog/ (c) keeping a pet shop? (d) having the custody of animals? (e) keeping a boarding establishment for animals?</p>	<p style="text-align: center;">Delete as appropriate</p> <p style="text-align: center;">YES/NO YES/NO YES/NO YES/NO YES/NO</p>
<p>8. How many horses are kept under the terms of the Act at the present time?</p> <p>How many horses is it intended to keep under the terms of the Act during the year? (See Note 2)</p>	
<p>9. What accommodation is available for:-</p> <p>(a) Horses ie Stalls, Boxes, Covered Yard (b) Forge and Bedding (c) Equipment and saddle</p>	
<p>10. Is land available for:-</p> <p>(a) Grazing (b) Instruction or demonstrating riding (please give details)</p>	<p style="text-align: center;">Delete as appropriate</p> <p style="text-align: center;">YES/NO YES/NO</p>
<p>11. What are the qualifications and/or experience of the applicant in the management of horses?</p>	
<p>12. What is the name and address of your usual veterinary surgeon practitioner?</p>	

I declare my answers to the above questions to be correct in every respect.

Details of Convictions and Fixed Penalty Notices

ALL CONVICTIONS AND FIXED PENALTIES (CRIMINAL AND ROAD TRAFFIC) INCLUDING SPENT CONVICTIONS MUST BE LISTED EVEN IF THEY HAVE BEEN PREVIOUSLY DISCLOSED ON A PRIOR APPLICATION FORM

<u>Date</u>	<u>Court</u>	<u>Crime/Offence</u>	<u>Penalty</u>

I declare that the particulars given by me on this form are correct to the best of my knowledge and belief.

Read the following statement carefully before signing it. A false statement may render you liable to prosecution.

DATA PROTECTION ACT 1998 - YOUR PERSONAL DATA

Dundee City Council respects your personal information and undertakes to comply with the Data Protection Act 1998. The personal data you have provided will be used to process the application in terms of the Act stipulated on this form. Your data may be disclosed to Tayside Police and other Council departments involved in the processing of the application and elected members when considering the application. The data (with the exception of details of any convictions) will also be kept in a register which is open to public inspection. Dundee City Council is the registered Data controller. Any queries regarding the processing of your personal data by Dundee City Council should be directed to the Principal General Services Officer, on (01382) 434000. A copy of the Council's Data Protection Policy can be obtained by writing to the Principal General Services Officer, 21 City Square, Dundee DD1 3BY.

Date:

Signature
Applicant/Agent

Address of Agent (if any)

Lodging of Application

This application can be lodged at the Licensing Office, 18 City Square or Dundee House, North Lindsay Street, Dundee.

The Licensing Office cannot accept cash payments or payment by card. Cheques are accepted. Anyone lodging a form here and wishing to pay by cash or card will be issued with an invoice which will have to be paid at Dundee House.

All forms of payment can be accepted at Dundee House.

The fee is £75 which is non-refundable.

NOTES

1. A licence may be granted to an individual over the age of eighteen years or a body corporate.
2. (i) "Horse" includes any mare, gelding, pony, foal, colt, filly or stallion and also any ass, mule or jennet.

(ii) The Act regulates riding establishments which let out horses on hire or use them for the purpose of providing, in return for payment, instruction in riding or for the purpose of demonstrating riding.
3. DVLA Licence details are required by Tayside Police to complete background checks on the applicant.

4 Unique Tax Reference Number

Persons who operate their own business must register as self employed with HMRC within 3 months of setting up the business or they may be subject to a fine. Applicants will be issued with a 10 Digit Unique Tax Reference (UTR) Number that will remain with them for life. You will require to lodge original correspondence from HMRC which quotes your 10 digit UTR when lodging the application. If you do not have this your application will be processed but will not be considered competent until such time as correspondence from HMRC is produced. It takes HMRC no more than six weeks to issue the UTR. If after your background checks are back you have still to produce your UTR you will be given a temporary licence only. This will run for a maximum period of six weeks and will then expire. This will afford you a final chance to register with HMRC. Thereafter if you have not produced the UTR your application will go before the next available Licensing Committee at which members will be asked to decide if your application is incompetent. If they decide that the application is not competent it will not be considered and will fall. If you still wished to proceed with your application you would need to apply again and pay the fee. There is no appeal to the Sheriff in these circumstances. You can register as self employed in person at the Tax Office at the Greenmarket, Dundee or by telephoning 0845 302 1484.

Anyone who works for another individual or company and who are not self employed ie they receive a wage and are liable to pay tax through the PAYE system need not register with the Inland Revenue but will have to submit evidence to this effect i.e. a payslip or P60.

5 National Insurance Number

You can find this on payslips or letters from the Department for Works & Pensions or HM Revenue & Customs.

We may need to see proof of your identity and National Insurance Number.