



APPLICATION FOR A LICENCE TO KEEP PRIMATES

Lewes District Council

Please read the accompanying guidance notes carefully before completing this application form

A	DETAILS OF APPLICANT	
First Name(s):		
Surname:		Title:
Postal Address:		
Phone (Home):		Phone (Mobile):
Email address:		
Date of Birth:		National Insurance Number:
B	DISQUALIFICATION (see guidance note 1)	
Are you or any other person who will be responsible for the care and management of the primates, disqualified from keeping primates?		YES <input type="checkbox"/>
		NO <input type="checkbox"/>
C	DATE LICENCE TO TAKE EFFECT (see guidance note 2)	
On what date do you proposed the licence should have effect?		
D	LICENCE DURATION (see guidance note 3)	
The default period of a licence granted by the licensing authority is three years .		YES <input type="checkbox"/>
Do you wish to apply for a licence to be granted for a period of LESS than three years?		NO <input type="checkbox"/>
If you have answered YES, how long do you want the licence to be granted for?		
E	PREMISES WHERE THE PRIMATE(S) WILL BE KEPT	

H	NAMED VETERINARIAN (see guidance note 4)
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Please provide the name and address of the veterinarian with whom the primates are registered:

Full name of veterinarian:

Practice name:

Postal address:

Phone No.	Email address:
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I	BREEDING
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Will any breeding of primates take place at the premises?	YES <input type="checkbox"/>
	NO <input type="checkbox"/>

J	SUPPORTING DOCUMENTATION
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Please enclose / attach the following supporting documentation with this application:

<p>Written procedures covering:</p> <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. 	<input type="checkbox"/>
<p>Written procedures that demonstrate that the following will be implemented:</p> <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; 	<input type="checkbox"/>
<p>A written hygiene protocol that demonstrates that:</p> <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 	<input type="checkbox"/>
<p>Written procedure for the transportation of any primate</p>	<input type="checkbox"/>

K	ADDITIONAL INFORMATION AND DECLARATIONS (this section must be completed by the applicant)
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- 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 issued, 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 individual.
- I confirm that I am aware of the provisions of the relevant legislation and the licence conditions, which I will comply with at all times.
- I agree by signing this application that I have read, agree to and understood this declaration.

Signature:

Full Name (*please print*):

Date:

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 the application. However, if you would like to request that 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 on 6 April 2026. Therefore the earliest that the Council will grant a licence to take effect is 6 April 2026.

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 the application. Please note the application fee for the licence will be the same regardless of the duration of the licence that is issued.

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:

I wish to pay by Debit/Credit Card – please contact me to take payment

Please provide telephone number. (Note the application is not valid until the fee has been paid)

6. How to submit your application:

Please send your completed form with the relevant supporting documents and payment receipt for the application fee by email to: licensing@lewes-eastbourne.gov.uk Alternatively you can post or deliver these to:

Licensing, Lewes District Council, Town Hall, Eastbourne, East Sussex. BN21 4UG.

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 condition 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 condition likely to be met, the application will be refused.

8. Request for reconsideration and appeals

If your application is refused, you will be provided information on how you can make representations to the Council and request that the decision be reconsidered. If following a reconsideration, the decision to

refuse the application is maintained, 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. This offence carries a maximum penalty of imprisonment for a term not exceeding 51 weeks or an unlimited fine, or both.

From 6 April 2026 it will be an offence to breach any condition of a licence issued to someone authorising them to keep primates. This offence carries a maximum penalty an unlimited fine.

12. Revocation or variation of a licence

The Council may revoke or vary a licence issued 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)

A Council can vary the licence by reducing the number of any primates of any species that is authorised to be kept under the licence or removing any species of primate specified in the licence