



Application for a Domestic Animal Business – Shelters and Pounds

Section 1: APPLICANT DETAILS

Name:					
Business name:					
Business address:					
Postal address:	Town:			Postcode:	
Telephone No.	(H)		(W)		(M)
Email address:					

Section 2: BUSINESS DESCRIPTION

Species being housed	<input type="checkbox"/> Dogs	<input type="checkbox"/> Cats	<input type="checkbox"/> Both
Maximum number of animals to be housed at any one time			
Do you hold a Planning Permit to use the land to keep animals?	<input type="checkbox"/> Yes (please attach documentation) <input type="checkbox"/> No		

Section 3: DECLARATION This form must be signed.

A. I declare that I am the applicant and all information given is true and correct.	Applicant signature:	Date:
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PLEASE FORWARD THIS APPLICATION TO

E-mail: compliance.admin@bawbawshire.vic.gov.au	Mail: Compliance Department, Baw Baw Shire Council PO Box 304 Warragul VIC 3820
Phone: (03) 5624 2411	
In Person: Customer Service Centre: 33 Young Street, Drouin	

OFFICE USE ONLY

Fee	Receipt number	Date received	Received by
Application \$40.20			
Permit \$543.30			

IMPORTANT INFORMATION

Your application will be processed within 5 - 10 business days of receipt. If you have any questions, or require assistance completing this form, please contact Community Compliance on 5624 2411.

A Council Officer will inspect the property to ensure compliance with the Operation of Shelters and Pounds pursuant to the *Domestic Animals Act 1994*.

The registration is renewable every year (10 April) and not transferable unless Council is notified in writing at least 30 days prior to transfer.

PRIVACY STATEMENT

The personal information requested on this form is being collected to enable Council to consider the permit application. Council will use this information for this purpose, or one closely related, and may disclose this information by law in accordance with the *Privacy and Data Protection Act 2014*. The applicant may apply to Council for access and/or amendment of the information by contacting Council's freedom of information/privacy officer on 5424 2411.

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Baw Baw	T +61 3 5624 2411	E bawbaw@bawbawshire.vic.gov.au	PO Box 304
Shire Council	F +61 3 5622 3654	W bawbawshire.vic.gov.au	Warragul Victoria 3820