

Application for Domestic Animal Business Permit – Domestic Animals Act 1994



SECTION 1 – Applicant Details

I hereby make application to register my premises as a Domestic Animal Business within the City of Monash.

Applicant Name (Proprietor)		
Trading Name or Business Name		
ABN		
Address of where Business will be conducted (<i>must be within the City of Monash</i>)		
Contact phone numbers	Business	Mobile
Email		
Postal Address, if different from above		

Type of Business

<input type="checkbox"/>	Pet Shop	<input type="checkbox"/>	Animal Breeder	<input type="checkbox"/>	Boarding
<input type="checkbox"/>	Dog Training Establishment	<input type="checkbox"/>	Animal Pound or Shelter	<input type="checkbox"/>	

SECTION 2 – Documentation to be supplied with your application

	A copy of your current ASIC business registration document(s) must be provided
	Provide a copy of current Public Liability Insurance of \$20 Million (minimum)
	Provide a plan showing the layout of the facility, including dimensions of housing pens, exercise areas and isolation area (Boarding or Animal Shelter only). If a Planning Permit has been issued, please provide a copy of the approved plans.

SECTION 3 – Other details

Name of veterinarian contracted to provide services to the premises and a copy of the veterinarian letter providing these services. (applies to Pet Shops, Boarding and Animal Shelters).

Proprietor's details if different from Applicant.

SECTION 4 – Declaration

I declare that I am the owner or authorised representative the business described in this application form and that all the above information is true and correct. I acknowledge that Council may inspect and audit the premise to ensure compliance in accordance with the Domestic Animals Act 1994 (DAA), associated Domestic Animal Business Code of Practice (the Code) and any terms, conditions, limitations or restrictions imposed by Council. Failure to comply with any of the above may result in the withdrawal or cancellation of your registration. In addition to the DAA requirements, you may also require a Planning Permit.

I further acknowledge that I am aware of the relevant Code, have read the Code, and that this domestic animal business comply with the Code.

Name (Print Name) _____

Signature _____

Date: _____

Next steps: A Community Laws Officer will be in contact with you regarding your application. An inspection of your facility will be conducted. Should your application be approved, an invoice will be sent for payment of the relevant annual fee. Following payment, a permit will be issued within 14 days of payment.

- The registration holder must comply with all conditions of this registration at all times.
- Breach of the conditions may result in the cancellation of the registration, enforcement action, impoundment of equipment or goods and/or may result in future application being denied.
- This registration is not transferable.
- The registration holder must hold and have held public liability insurance of \$20 Million for the lifetime of this registration.
- This registration is only valid for the location listed on the registration.
- This registration is only valid for the dated period as stated on the registration, or as may be amended accordingly as per the Domestic Animals Act 1994 (DAA).
- The applicant, manager, employees and other staff operating this Domestic Animals Business must comply at all times with the Domestic Animals Act 1994, the Domestic Animals Regulations 2015 (or any version which supersedes it), the code of practice applicable to the business, and the Monash City Council Community Safety and Amenity Local Law 2024.
- The premises is subject to inspection by a Council Authorised Officer.
- This registration certificate must be visible at the premises for viewing of the public and must be presented upon request.
- The business to whom this registration has been issued must comply with any direction issued by a Council Authorised Officer, or other Authorised persons under the DAA, including a direction not to operate.

The City of Monash abides by the principles of the Privacy and Data Protection Act 2014. The personal information required to be provided in this application form is required for the purposes of administering Domestic Animal Permit applications. This information will not be released to any other person or organisation for any purpose other than the purpose for which it was collected. You have the right to access your personal information. If you wish to do so, please contact Council on (03) 9518 3555.