

Application for Keeping of Animals Permit (other)

Community Amenity Local Law No.2, 2016

Division 21

Owner details

First name:	Last name:		
Postal address:		Post code:	
Residential address:		Post code:	
Date of birth:	Email:		
Home phone:	Work phone:	Mobile:	

Permit details

Permit type	<input type="checkbox"/> New permit <input type="checkbox"/> Renewal of permit - Permit number:
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Animal details

List all animals at the property (use separate form for cats and dogs). Please note, planning approval may be required.

Breed/Type of animal	Number of animals	Colour	Sex	Desexed
			<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Yes <input type="checkbox"/> No
Location of animals:			Post code:	
Animals are kept for:	<input type="checkbox"/> Pets <input type="checkbox"/> Breeding or rearing			

Payment details

Total fee payable	\$70.00
Receipt number	

Applicant's declaration

I understand that the submitting of this application including any fee paid does not in itself give approval to keep these animals.

Signature	Date
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Note: Under Section 28 of the Community Amenity Local Law No. 2, it is an offence for a person making an application to give false information.

Important information for applicants

Please note:

- An application fee applies and must be paid when submitting this application.
- No application has effect until Council has given formal written approval.
- Local Laws staff may make contact to arrange a suitable time for your property and animals to be inspected.
- Your immediate neighbours may be contacted and advised of the application.
- Should any genuine complaints be received any permit issued can be cancelled or suspended at any time.
- Permits are issued for a maximum of 12 months, and it is your responsibility to renew prior to expiry.

Submitting your application

Mail	Post the completed and signed application together with copies of required documentation and cheque or money order payable to 'Latrobe City Council' to PO Box 264 Morwell VIC 3840.	
In person	Bring the completed and signed application together with copies of supporting documents and payment to any of our following Service Centres and Libraries. Cash and cheques not accepted at Morwell Library.	
	141 Commercial Road, Morwell	Monday to Friday, 9am to 5pm
	63-65 Elgin Street, Morwell	Monday to Friday, 8.30am to 5.15pm Saturday, 9am to 12noon
	34-38 Kay Street, Traralgon	Monday to Friday, 8.30am to 5.15pm Saturday, 9am to 12noon
	1-29 George Street, Moe	Monday to Friday, 8.30am to 5.15pm Saturday, 9am to 12noon
	9-11 Philip Parade, Churchill	Monday to Friday, 8.30am to 5.15pm Closed between 12noon to 1pm

Privacy statement: The personal information requested on this form is primarily being collected by Latrobe City for the purpose of processing a permit application. This information will be used solely by Latrobe City for that purpose or directly related purposes. Latrobe City may disclose some of this information to relevant organisations or people (including property owners) if the nature of the activity for which the permit has been applied for requires consent by parties other than Council or has the potential to affect neighborhood amenity. If sufficient information is not collected on the application, Latrobe City Council may not be able to effectively process the application and in most cases will refer the application back to the applicant for further details.

The applicant understands that the personal information provided is to assist in the processing of a permit application and that he or she may apply to Latrobe City Council for access to and/or amendment of the information. Requests for access and or correction should be made in writing addressed to the Privacy Officer, Latrobe City Council, PO Box 264, Morwell Vic 3840.

Office use only	Permit fee: \$70.00	Ledger No: CL.R58211374
Date: Receipt no. CIO name: Service centre:	Date stamp:	