



# APPLICATION FORM

## ANIMAL PERMIT

**Note:** Permit applications will be processed within **21 days** of receipt providing all relevant information is received.

### APPLICANT'S DETAILS

Applicant's Name: .....  
 Address: .....  
 Suburb: ..... Post Code: .....  
 Telephone: ..... Mobile: .....  
 Email: .....

### PERMIT DETAILS

Address for permit: .....

#### Type of permit required:

Maximum number of cats or dogs allowed to be kept on **residential** land is five (5) in total unless permitted under the planning scheme.

#### Residential:

- More than **2 dogs**
- More than **3 cats**
- More than **2 dogs and 2 cats**
- More than **1 dog and 3 cats**
- More than **1 dog and 1 cat**

#### Rural:

- More than **4 cats**
- More than **4 dogs**

More than **4 (in total) rabbits, guinea pigs and/or ferrets**

More than **10 domestic birds**     More than **6 poultry**     More than **10 pigeons**     Other (Cockatoos, Galahs, Parrots etc.)

Number of animals to be kept on the property:  Dogs: .....  
 Cats: .....  
 Birds: .....  
 Other: ..... Please specify animal type: .....

Do you intend to breed these animals?     Yes     No

**PLEASE NOTE: Excess dogs/cats must be desexed.**

Description of suitable animal housing, building, structure or enclosure already in place or to be constructed on the above premises:

.....  
 .....

**Kennels, Poultry Houses etc. must comply with the Wyndham City Council's Community Amenity Local Law. All housing must be kept to the rear of the property. It is the applicant's responsibility to check with Council's Building and Planning Departments whether specific permits are required.**

### FEES

Application Fee	Animal Permit	\$ 277	<b>Non Refundable</b>
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### DECLARATION

I hereby undertake to comply with requirements of **Wyndham City Council's Community Amenity Local Law Part 8 Keeping of Animals**, and the **Domestic Animals Act 1994**, in relation to keeping animals and in addition to any special conditions as required by an Authorised Officer of Council.

Signature of Applicant: ..... Date: .....

**PRIVACY COLLECTION STATEMENT:** Your personal information is being collected by Council for processing a permit application. Your information will be stored in Council's Customer Database and used to identify you when communicating with Council and for Council to deliver services and information to you. For further information on how your personal information is handled, visit Council's Privacy Policy on Council's website.

### OFFICE USE ONLY

Application Fee	GL	Narrative	
	1LL Permit No GST	Animal Permit	Fees do NOT fall within the scope of the GST



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**APPLYING FOR A PERMIT**

All animals must be registered prior to submitting your application. When a completed Animal Permit Application is lodged and the applicable fees have been paid, notification is sent to any adjoining property owners advising them of your application. An inspection of your property by an Authorised Officer will be arranged with you. You will then be notified in writing if your permit is granted or refused.

**ANIMAL DETAILS**

Please complete all of the columns for each animal to be kept on the premises.

<b>NAME</b>	<b>BREED</b>	<b>COLOUR</b>	<b>AGE</b>	<b>M/F</b>	<b>DESEXED</b>	<b>REGISTRATION TAG NUMBER</b>



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**PLEASE DRAW A PLAN OF YOUR PROPERTY INDICATING WHERE ANIMALS ARE KEPT AND THE LOCATION OF THEIR HOUSING**

**DRAWINGS SHOULD SHOW THE FOLLOWING:**

Arial view of the backyard area adjoining the house where animal housing is located in the backyard.

**RETURN COMPLETED FORM TO:** Wyndham City Council, PO Box 197 Werribee 3030 OR 45 Princes Hwy Werribee 3030 OR email [mail@wyndham.vic.gov.au](mailto:mail@wyndham.vic.gov.au)

# PAYMENT OPTIONS

## IN PERSON

Payment can be made with cash, cheque/money order, eftpos and credit card in person at: *Civic Centre, 45 Princes Hwy, Werribee.*

## BY POST

Forward your cheque/money order along with your completed application form and all additions documents to:  
*Wyndham City Council, PO Box 197, Werribee 3030.*

**CHEQUES/MONEY ORDERS SHOULD BE MADE PAYABLE TO WYNDHAM CITY COUNCIL AND BE CROSSED WITH NOT NEGOTIABLE. POST DATED CHEQUES WILL NOT BE ACCEPTED**

## CREDIT CARD

Please complete the credit card authority below and return to Council with your completed application form to Wyndham City.

### PAYMENT AUTHORITY

Card Type:                     Visa                     MasterCard                    *No other cards types accepted*

Card Number:                    .....

Card Expiry:                    ..... / .....                    Card Holder's Name: .....

Telephone:                    .....                    Mobile: .....

**I authorise Wyndham City Council to collect this information for the purpose of processing my payment. It will not be disclosed or used for any other purpose and may be accessed by me upon request.**

Signature:                    .....                    Date: .....