

Please refer to the Business Licensing By-law 2008-118, as amended, if you require more information on the license process.

This application is for: **New Application** **Renewal (Annual)**

Kennel Type:

Hobby Kennel Boarding Kennel Commercial Breeding Kennel

Applicant Information

Name of Applicant/Owner(s):	1.
	2.
Owner's Mailing Address:	
Mailing Address of Kennel: (if different than Owner's)	
Business Telephone Number:	
Business Website:	
Cell Number:	
Email Address:	

Kennel & Property Information

Name of Kennel/Business:	
Property Address of Kennel:	
Legal Description of Property:	
Zoning Designation:	

Required Documentation

Site Plan

A site plan is required for new applications or for a renewal with changes. Under the by-law a site plan drawn to scale must be submitted showing the location of all buildings and structures on the subject property, including the location of all fencing, dog runs or facilities to be used for kennel/boarding purposes. The site plan must also specify the distance separating the kennel buildings, structures, dog runs and facilities from all property lines and all buildings, including residential buildings situated on adjacent properties and any roadways. **In addition, all new Boarding Kennels or new Commercial Breeding Kennels require Site Plan approval under the Planning Act.**

Site plan attached: **Yes** **No**, site plan previously submitted/no changes

Professional Affiliation of Owner or Operator

In the case of a kennel for purebred dogs, proof of active membership in the Canadian Kennel Club or any other Association incorporated under the Animal Pedigree Act (Canada) or any similar National Association must be submitted to the Township at the time of application.

C.K.C Number: _____

Other (specify): _____

Proof of Insurance

Proof of insurance by way of a valid up to date Certificate of Insurance showing a minimum of \$2,000,000 (Two million dollars) in general liability insurance naming the Township of Springwater as additional insured is required to be submitted with all license applications.

Certificate of Insurance attached: **Yes** **No**

Veterinarian License Clearance

As part of the application the Township shall receive an approval letter or the below statement, signed by a licensed veterinarian outlining that the application meets the standards.

I, _____ have inspected the subject property and facilities and hereby certify that the application meets the minimum standards as set out in Schedule 1 of the Township of Springwater's current Business Licensing By-law.

Name of Veterinarian: _____

Signature: _____ Date: _____

List of Dogs and Health Records

Please complete the below list of the dogs residing at your kennel and their health information.

#	Dog's Name	Breed	Age	CKC or other Registration	Proof of current rabies vaccination
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					

#	Dog's Name	Breed	Age	CKC or other Registration	Proof of current rabies vaccination
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					

Animal Cruelty Sworn Declaration

The Owner shall attach a sworn Declaration that they have never been convicted of a crime under Section 446 of the Criminal Code of Canada pertaining to animal cruelty.

Sworn Declaration attached: **Yes** **No**

License Fee

Please be advised that a license will not be issued until the fee is paid in full.

Hobby Kennel	\$270.00
Boarding Kennel	\$270.00
Commercial Breeding Kennel	\$310.00

Applicable license fee attached: **Yes** **No**

Application Review

As a review, please ensure that the following documentation has been submitted:

- Application Form
- Site Plan (if new application or a renewal with changes)
- Certificate of Insurance
- Canadian Kennel Club or other membership (Commercial Breeding only)
- Veterinarian Clearance
- List of Dogs and Health Records
- Animal Cruelty Sworn Declaration
- Licence Fee

Applicant's Signature

By signing below I understand that every annual license issued shall expire on the 31st day of December in the year it was issued. No refund will be given for a license that has been issued. If a license has been lost or destroyed, a replacement fee may be charged.

Applicant's Signature: _____ Date: _____

Personal Information on this form is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M56, as amended. Inquiries about the collection of personal information should be directed to the Township Clerk.