

# Application for Permit to Keep Excess Animal

(Applicable from 1 July 2025 to 31 July 2026)

*Douglas Shire Council Subordinate Local Law No. 1 (Administration) 2020*

*Schedule 11 - Keeping of Animals*

*Douglas Shire Council Subordinate Local Law No. 2 (Animal Management) 2020*

*Schedule 2 - Requirement for approval to keep an animal*

You MUST complete ALL questions unless the form indicates otherwise.

Incomplete forms or forms without all necessary information and documentation will result in your application not being a properly made application.

For all applications, you must:

- Complete the form;
- Complete any other forms relevant to your application;
- Provide any mandatory supporting information identified on the forms as being required to accompany your application; and
- Submit the applicable fee.

## SECTION 1 – TYPE OF APPROVAL

☐

Dog

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Cat

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Other (poultry – not including roosters, birds, pigs, goats, horses, cattle etc)

Total number of animals:

## SECTION 2 – APPLICANT DETAILS

Applicant(s) Name:

Address where dogs reside:

Postal Address:

Telephone Numbers:

H:

W:

M:

Email:

## SECTION 3 – REASON FOR EXCESS ANIMAL APPROVAL

*Only valid reasons will be considered. If more space required, please attach additional pages.*

### OFFICE USE

☐ Are all sections of the application completed and signed?

☐ Are all the supporting documents attached?

Receipt Type: T26  
Fee Payable: \$355.00

Payment Amount: \$

Receipt No:

CSO:

**SECTION 4 – ANIMAL DETAILS**

	Animal 1	Animal 2	Animal 3	Animal 4
Animal Type:				
Animal No:				
Tag No:				
Name:				
Date of Birth:				
Breed:				
Colour:				
Sex (M or F)				
Microchip No:				

*If insufficient space, please attach a list of all animals separately.*

**CONDITIONS**

The following conditions are conditions that must be imposed on approvals:

1. The approval holder must:
  - a) Care for the animal in accordance with appropriate and reasonable standards; and
  - b) Keep the animal in enclosures that comply with reasonable standards; and
  - c) Comply with reasonable standards of hygiene; and
  - d) Ensure that the animal wears or displays an appropriate identifying tag (dogs only); and
  - e) Ensure that the animal does not cause nuisance, inconvenience or annoyance to others; and
  - f) Take specified action to protect against possible harm to the local environment; and
  - g) Comply with all reasonable directions of an authorised person in the time specified by the authorised person; and
  - h) Ensure the animals (applicable to dogs only) are registered with Douglas Shire Council and that their registration is renewed annually before the period of registration expires as defined by the Animal Management (Cats & Dogs) Act 2008; and
  - i) In the event that one of the animals, through whatever means, is no longer kept at the address specified in the application, this approval becomes invalid and the animal must not be replaced under this same approval; and
  - j) If this Council should receive any substantiated complaints, the approval maybe revoked; and
  - k) You must keep this permit and be able to provide this upon request to an authorised officer of Council; and
  - l) Approvals are to be renewed on the 1<sup>st</sup> day of August each year.

**DECLARATION**

I \_\_\_\_\_ declare that the information provided by me in this application is true and correct and I consent to the making of enquiries and exchange of information with authorities of any Local, State/Territory or Commonwealth department in regards to any matters relevant to this application.

**Applicant Signature:****Date:****Douglas Shire Council – Privacy Collection Notice:**

Douglas Shire Council collects and manages personal information in the course of performing its activities, functions and duties. We respect the privacy of the personal information held by us. The way in which the council manages personal information is governed by *the Information Privacy Act 2009* (Qld). We are collecting your personal information in accordance with the *Local Government Act 2009* so that we can assess and finalise your application. Generally, we will not disclose your personal information outside of Council unless we are required to do so by law, or unless you have given us your consent to such disclosure. For further information about how we manage your personal information please see our Information Privacy Policy.