

Pet Approval Application Form

Updated April 2025.



- You need permission if you would like to keep a dog, cat or any other pet, other than fish in a tank or small caged animal(s).

Applicant Details

Leaseholder/s Name/s:	<input type="text"/>		
Address:	<input type="text"/>		
Contact Number/s:	<input type="text"/>		
E-mail:	<input type="text"/>		
Type of Property:	<input type="text"/>		
Private Garden?	<input type="text" value="Yes / No"/>	Do you have direct access to a garden?	<input type="text" value="Yes / No"/>

Your existing pets

Please provide details of any pets that you already have:

Pet 1:

Breed of pet:	<input type="text"/>		
Size of pet:	<input type="text"/>	Name:	<input type="text"/>
Is your pet pregnant?	<input type="text" value="Yes / No"/>	Has your pet been neutered?	<input type="text" value="Yes / No"/>
If a dog, will it be an assistance dog for you a member of your household?	<input type="text" value="Yes / No"/>	If yes, who?	<input type="text"/>
Who has endorsed your dog?	<input type="text"/>		

Pet 2:

Breed of pet:	<input type="text"/>		
Size of pet:	<input type="text"/>	Name:	<input type="text"/>
Is your pet pregnant?	<input type="text" value="Yes / No"/>	Has your pet been neutered?	<input type="text" value="Yes / No"/>
If a dog, will it be an assistance dog for you a member of your household?	<input type="text" value="Yes / No"/>	If yes, who?	<input type="text"/>
Who has endorsed your dog?	<input type="text"/>		

New pet request

Please provide details of any pets that you wish to apply for:

Pet 1:

Breed of pet:	<input type="text"/>		
Size of pet:	<input type="text"/>	Name:	<input type="text"/>
Is your pet pregnant?	<input type="text" value="Yes / No"/>	Has your pet been neutered?	<input type="text" value="Yes / No"/>
Is your pet microchipped?	<input type="text" value="Yes / No"/>	What is the number?	<input type="text"/>
If a dog, will it be an assistance dog for you a member of your household?	<input type="text" value="Yes / No"/>	If yes, who?	<input type="text"/>
Who has endorsed your dog?	<input type="text"/>		

Pet 2:

Breed of pet:	<input type="text"/>		
Size of pet:	<input type="text"/>	Name:	<input type="text"/>
Is your pet pregnant?	<input type="text" value="Yes / No"/>	Has your pet been neutered?	<input type="text" value="Yes / No"/>
Is your pet microchipped?	<input type="text" value="Yes / No"/>	What is the number?	<input type="text"/>
If a dog, will it be an assistance dog for you a member of your household?	<input type="text" value="Yes / No"/>	If yes, who?	<input type="text"/>
Who has endorsed your dog?	<input type="text"/>		

Previous Convictions or Breaches

Have you, or any member of your household got any convictions for, or history of, cruelty, abandonment, neglect, or mistreatment of animals, or been banned from keeping animals?

If yes, please provide details:

Have you, or any member of your household ever had any tenancy enforcement action taken against you in relation to keeping a pet in a Council owned property?



If yes, please provide details:



Lewes District Council

Emergency Contact Details

If anything happens to me, or in the event of me being taken into hospital, I nominate the following person(s) to take responsibility of my pet/s.

The named person has agreed to this arrangement and I understand that the Council is not responsible for the welfare of the animal/s.

If the nominated person is uncontactable, or unwilling to look after my pet/s, I accept that I must pay for charges incurred in re-homing my pet/s.

Name: _____

Address: _____

Contact Number/s: _____

E-mail: _____

Declaration

If the Council grants approval, you must comply with the terms of the Councils Pets Policy, as well as those in your Lease.

Approval will be withdrawn if your pet causes a nuisance or the Council has concerns about a pet's welfare and this will also be reported to the RSPCA.

Signature: _____

Print name: _____

Date: _____

Signature: _____

Print name: _____

Date: _____

- Where necessary, the Council will visit applicants who are requesting approval to keep a pet.
- You will also need to sign the Responsible Dog Ownership Agreement if applying to keep a dog.
- A written response will be provided within 28 days. If approval is refused, full reasons will be given for that decision.

Lewes District Council
6 High Street
Lewes
BN7 2AD

Tel: 01273-471600

www.lewes-eastbourne.gov.uk

Eastbourne Borough Council
Town Hall
Grove Road
Eastbourne, BN21 4UG

Tel: 01323-410000

Is the property within a block of flats or a Retirement Housing scheme where a no pet agreement is in place?
If yes, application to be refused.

Yes / No

What other pets does the applicant already have?

Policy only allows for 2 dogs or cats (or 1 of each per property), if this is exceeded, then application should be refused.

What other pets are currently approved at the same block or scheme?

Will this additional pet exceed the scheme/block limit in place

Yes / No

Are there any existing pet related issues at this scheme or block?

If yes to either of the above, then application to be refused.

Yes / No

Does the applicant, or any member of their household, have any convictions for, or history of, cruelty, abandonment, neglect, or mistreatment of animals, or been banned from keeping animals?

Yes / No

Has the applicant, or any other member of their household, ever had any tenancy enforcement action taken against them in relation to keeping a pet in a Council owned property?

Yes / No

Have you considered the Leaseholder's capacity to care for this pet?

Yes / No

Supporting evidence provided where an assistance or service dog is being applied for?

Yes / No

Permission granted?

Yes / No

If no, reason for refusal:

Any additional conditions that will apply when granting permission?

Date approval/refusal letter sent:

Must be within 28 days of application

Name of officer issuing decision:

Job Title: