



Email: wildlifelicensing@gov.je

Website: [Legal protection of wildlife and wild places \(gov.je\)](http://www.gov.je/legal-protection-of-wildlife-and-wild-places)

Wildlife (Jersey) Law 2021

Application Form for an annual licence for the long term possession of live protected wild animals and protected wild birds for scientific, educational or conservation purposes, or for protecting a zoological or biological collection (AL02)

- Before completing this form, please read the guidance notes in Section Q.
- The department will aim to determine the outcome of your application within 15 working days of receipt of all required information.
- Further information regarding wildlife protection and licensing can be accessed using the following link: [Legal protection of wildlife and wild places \(gov.je\)](http://www.gov.je/legal-protection-of-wildlife-and-wild-places)

Section A – Applicant details

In what capacity are you applying for a Licence?

The licence may be held by a person or by an organisation, however, the organisation must provide the contact details of the Appointed Person who will be their primary point of contact (see guidance notes in Section Q).

Applicant in person

Organisation

Please enter details of the person or organisation (including Appointed Person) who will become the licence holder.

Full name inc title	
Organisation name (if applicable)	
Position (if applicable)	
Correspondence address inc post code	
Contact number	

Email address	
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A person with specific skills, knowledge and experience of the activities to be licensed and the species to be held must be appointed as Lead Agent to undertake/oversee the licensed activities. This may either be the Applicant, Appointed Person on behalf of the organisation or the person nominated in Section B.

Note that the person appointed as Lead Agent will need to complete and submit a competency and reference form (see Section D).

Please complete the following to confirm who will act as Lead Agent on the licence.

Party to be nominated as Lead Agent	Tick as appropriate
Applicant (individual)	
Appointed Person (organisation)	
Additional Lead Agent (complete Section B)	

Section B – Lead Agent details

Full name inc title	
Organisation name (if applicable)	
Position (if applicable)	
Correspondence address	
Contact number	
Email address	

Has the Lead Agent been involved in the preparation of this licence application?

Yes No

Section C – Communication Preferences

Please indicate who should be contacted to discuss this application:

Applicant Lead Agent

Please indicate to whom the outcome documentation for this application should be sent:

Applicant

Lead Agent

Section D – Skills and experience to support your application

A Competency and Reference Form (ref. CRF1) should be completed by the person who is appointed as Lead Agent and should be submitted with this application.

A copy of the CRF1 form can be accessed using the following link or by sending an email to wildlifelicensing@gov.je.

[Licensing for protected species under the Wildlife \(Jersey\) Law 2021 \(gov.je\)](#)

Section E – Accredited Agents

Will any additional Accredited Agents be authorised to act under this licence (see guidance notes in Section Q)?

Yes No

Please note that an Accredited Agent should only be authorised where the applicant or Lead Agent can personally assure that the individually is appropriately experienced, skilled and competent to undertake the licence activities. Evidence to this effect may be sought by the Licensing Authority.

Please complete the details below for each Accredited Agent.

	Person 1	Person 2	Person 3
Full name inc title			
Correspondence address inc post code			
Contact number			
Email address			

Section F – Previous applications

Have there been any previous applications made by the persons or organisation named in this form in connection with the proposed licensed activity?

Yes No

If 'yes', please give details (eg date of application, outcome of application and reference number)

Section G – Licence Purpose

This application is for a licence to hold protected species for one or more of the following purposes only (see guidance notes in Section Q). If your application is for another purpose you cannot use this form and should contact the Licensing Authority by emailing wildlifelicencing@gov.je for further advice on your licence application.

Please confirm the purpose(s) of the application (tick appropriate):

<input type="checkbox"/>	Science or education
<input type="checkbox"/>	Protecting a zoological or biological collection
<input type="checkbox"/>	Conserving wild animals or wild birds

Note that this licence only permits activities for non-commercial purposes. If the proposed activities have a commercial basis you will need to apply for a PLO2 project licence.

Does the proposed activity have a commercial purpose?

Yes No

Use the box below to provide further information to support your response

Section H – Species details: Birds

Please provide details of any protected bird species that you wish to hold under this licence. If no bird species are to be held go to Section I.

Species	Sex	Close ring number	Origin (including date of acquisition and previous ownership details if relevant)

Section I – Species details: Animals

Please provide details of any protected animal species that you wish to hold under this licence.

Species	Sex	Microchip number	Origin (including date of acquisition and previous ownership details if relevant)

Section J – Site Details

Will the species be held at the address given in Section A above?

Yes No

If 'no, please provide the full address of the premises to be licensed, plus the full name of the owner.

It is the applicant's responsibility to obtain the owner's permissions to act under licence on their property. You may be asked to provide documentation which confirms that you have permission.

Section K – Animal Sanctuary requirements

Has an Animal Sanctuary Licence been obtained under the Animal Welfare (Jersey) Law 2004 for all premises to be licensed (see guidance notes in Section Q)?

Yes No

If 'no' please provide an explanation (e.g. if consent is not needed, or if an application has been submitted but not yet obtained)

Section L – Supplementary Information

Please provide any additional information you may have to support your application (continue on a separate sheet as necessary)

Section M – Previous convictions

Have you or any person listed in this application ever been convicted of a wildlife related or animal welfare related offence?

Yes No

If yes, please give details below (including dates).

Section N – Charge Screening

This annual licence for the long term possession of live protected wild animals and protected wild birds is exempt from fees, except where the licence activities are primarily for commercial purposes.

Where a fee is payable, this will be calculated at:

- £52 for each hour or part of an hour taken to administer the grant of the licence
- £50 for modification of a licence once granted

Will the licensed activities be undertaken primarily for commercial purposes?

Yes No

Use this section to provide further details to support your response.

You will be informed of any licence fees payable for this licence once your application has been reviewed by the Licensing Authority.

Section O – Checklist

Please tick the relevant boxes to confirm inclusion of the following documents.

	Completed application form AL02
	Competency and Reference form CRF1 (see section D)

Section P – Declaration

Important information:

Before signing this form please read the following declaration information carefully. It explains how personal data will be used and provides a brief description of an individual's rights under Jersey's Data Protection Law. For further information on how Infrastructure and Environment handles personal data please visit <http://www.gov.je/howweuseyourinfo>

Declaration of all parties named in this application:

I declare that this application is made with my authority. I am aware that it's an offence to submit false or misleading information with an application.

I am aware and agree to the information supplied in this form, together with any other accompanying information, to be used to process my application for a licence to carry out activities affecting protected species in accordance with the Wildlife (Jersey) Law 2021.

I am aware and agree that the information supplied in this form, together with any other accompanying information:

- May be disclosed to third parties with specialist knowledge of the species or activities proposed, where advice is needed in order to process this application.
- May be used for the purposes of providing published statistical data and reports relating to the Wildlife Law (Jersey) 2021, to meet the island's international environmental obligations and local Strategic Policies such as the Jersey Biodiversity Strategy.

I understand that you will not use my personal information for any other purpose, without my permission, unless you are legally required to do so.

That as a public authority, you are subject to the provisions of the Freedom of Information (Jersey) Law 2011. Under this Law you may be required to disclose information you hold, including the contents of this form and any other information I provide to you, unless the information is protected

from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2018.

I understand that under Jersey's Data Protection Law I have the right to withdraw my consent to the further processing of my information. However, I understand that this may cause delays in administering my licence or cause me to be in breach of other legal requirements. (Should you wish to exercise this right please contact us on tel. 441600).

Applicant

Name:		Signature:	
Position: (if applicable)		Date:	

Lead Agent (if applicable)

Name:		Signature:	
Position: (if applicable)		Date:	

Accredited Agent 1 (if applicable)

Name:		Signature:	
Position: (if applicable)		Date:	

Accredited Agent 2 (if applicable)

Name:		Signature:	
Position: (if applicable)		Date:	

Accredited Agent 3 (if applicable)

Name:		Signature:	
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Position: (if applicable)		Date:	
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Section Q – Guidance Notes

Licence overview

This annual licence permits the long-term possession of live protected wild animals and protected wild birds, for scientific, educational or conservation purposes, or for protecting a zoological or biological collection. The licence can only be used for the wild animals or wild birds that are named in the licence.

This licence may be held by a person or by an organisation, however a lead agent with relevant skills and experience must be appointed who will undertake and oversee the implementation of the licensed activities.

This licence does not permit the unlawful taking from the wild in Jersey of any protected species under the Wildlife (Jersey) Law 2021.

Animal Sanctuaries

The Animal Welfare (Jersey) Law 2004 requires that any person who regularly receives animal into care for temporary or permanent accommodation, with or without the provision of treatment, needs to hold an animal sanctuary licence to do so.

Further information on animal sanctuaries and how to obtain a licence can be accessed here: [Apply for an Animal Welfare Licence \(gov.je\)](#)

Reporting and Renewal

This annual licence runs from 1st April to 31st March and is renewable annually on 1st April following submission of a written request to renew the licence which must be received by 1st March. If no request is received to renew the licence then it will automatically be cancelled for the following year.

Application definitions

Applicant

The Applicant is the named individual (or on behalf of an organisation) who is applying for the licence and who would become the licence holder if the licence is granted.

Appointed Person

The Appointed Person is an employee of the licence holder where the latter is an organisation, who is nominated to act as a single point of contact with regard to this licence.

Lead Agent

The Lead Agent is a person with relevant skills, knowledge and experience who is appointed by the Applicant to undertake and oversee the licence activities. The Lead Agent may also be the Applicant or the Appointed Person.

Accredited Agent

The Accredited Agent is an individual who is authorised to act under this licence without supervision and should only be authorised where the Applicant or Lead Agent can personally assure that the individual is appropriately skilled and competent to undertake the licence activities.

Assistant

Assistants may be employed to act under this licence provided that they are supervised by the Lead Agent or Accredited Agent(s) at all times.

Licence Fees

The full schedule of fees chargeable for licences under the Wildlife (Jersey) Law 2021, and the circumstances in which licences may be exempt from fees, are contained within the [Wildlife \(Licence Fees\) \(Jersey\) Order 2023 \(jerseylaw.je\)](#).

[Where a licence is granted for scientific or educational purposes, an exemption from fees applies where activities are undertaken by professionals or volunteers to increase the understanding of the ecology of a species or to maintain or improve the conservation status of a species or its habitat.](#)

[Note however that such exemption does not apply to activities that are primarily for commercial purposes.](#)

[An exemption from fees also applies to activities undertaken by a registered charity as defined by the Charities \(Jersey\) Law 2014, for non-commercial purposes.](#)

Licence review and payment

Following submission, your application will be reviewed by the Licensing Authority and you will be notified via email of the decision made.

Where the decision to grant a licence has been taken by the Licensing Authority and licence fees are not applicable, the licence will be issued to the address given in Section A above.

Where the decision to grant a licence has been taken by the Licensing Authority and licence fees are applicable, further instructions for making payment will be provided via the contact

details given in Section A. The licence will be issued following successful payment of the licence fee.

If your licence application is unsuccessful, you will not be charged.

Under Article 36(7) of the Law you may request the Minister to reconsider any decision made in relation to the grant of, or refusal to grant a licence, or in relation to any condition specified in a licence. Such request should be submitted in writing to the Minister at the address given above.

For office use only

App. Ref.

Date received