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**Licence application form – to take or kill wild birds, their nests or eggs** |

**The Wildlife and Countryside Act 1981 (as amended)**

If you need assistance filling in this form please contact the SNH Licensing Team:

Email: licensing@snh.gov.uk Telephone: 01463 725364

Please answer all relevant questions fully and do not defer to other attached documents.

Who should use this application form

Anyone who wishes to take or kill wild birds, their nests or eggs including the use of prohibited methods of taking or killing for preserving public health and safety or preventing the spread of disease.

This application form is for new licence application and only for those species not covered under [General Licence 03](http://www.snh.gov.uk/protecting-scotlands-nature/species-licensing/bird-licensing/general/): To kill or take certain birds for the preservation of public health, safety and preventing the spread of disease.

Amendments

If you wish to amend a current licence please email SNH Licensing Team with the licence reference number, the details you wish to change and the reasons for this change.

Renewals

If you wish to renew a licence that has expired within the last two years, you must have submitted a licence return for your expired licence before we can process your renewal. To request a renewal, please email SNH Licensing Team, quoting your previous licence number. To renew a licence for any gull species please also email an up-to-date [gull management plan](http://www.snh.gov.uk/protecting-scotlands-nature/species-licensing/bird-licensing/health-and-safety/) which demonstrates non-lethal control measures that have and/or will be taken.

Gull Management Plan

For any gull species we expect a [gull management plan](http://www.snh.gov.uk/protecting-scotlands-nature/species-licensing/bird-licensing/health-and-safety/) to be submitted with your licence application which demonstrates non-lethal measures that have and/or will be taken in order to tackle problems. If problems were not anticipated and you do not submit a plan with your application, it will be a condition of any licence granted that you prepare one and a copy will be required for all subsequent applications.

Section A: Licence holder details

Please provide the name and address of the licence holder, this person will be legally responsible for ensuring that all licence conditions are met and for submitting a return to SNH Licensing at the end of the licence period.

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| **Title**  |       |
| **First name**  |       |
| **Surname** |       |
| **Email address** |       |
| **Address** |       |
| **Postcode** |       |
| **Contact telephone number(s)** |       |

**Section B: Licence details**

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| **Name of proposal**(this is how your proposed works will be referred to in all future correspondence) |       |
| **Location of works**(include site name, address, postcode, and local authority area) |       |
| **Six figure grid reference of location** *(e.g. NX100200)* |       |
| **Proposed start date** | Click here to enter a date. |
| **Proposed end date** | Click here to enter a date. |
| **Date you require your licence**(if different from start date above)  | Click here to enter a date. |
| **Is the area covered by a nature conservation designation?** *(e.g. Site of Special Scientific Interest, Special Protection Area, Special Area of Conservation etc. –* [*see our website for site locations and information*](http://gateway.snh.gov.uk/sitelink/index.jsp)*)*  |       |

**Section C: Activities to be licensed**

List all bird species which will be affected, the type of proposed action and method to be used.

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| **Bird species** | **Proposed action** | **Proposed method**e.g. shooting, egg oiling or pricking, trapping, relocating | **Number** |
|       |  |       |       |
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**Section D: Licence purpose**

Please confirm the purpose(s) for which you seek a licence for the proposed work, providing justification and details of alternatives that have been considered. You do **not** need to complete this section if you are submitting a gull management plan with your application and you may proceed straight to [Section E](#Dropdown2).

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| **Please tick the relevant purpose for which the licence is applied for**[ ]  To preserve public health or safety[ ]  To prevent the spread of disease |
| **Please provide a detailed justification for why a licence is necessary for this purpose** *(e.g. describe what the public health and safety issue is and the numbers of birds causing the problem).*      |
| **Please provide details of the preventative measures and alternatives you have undertaken or considered and why these are unsatisfactory.**       |
| **Please provide details of preventative measures you will also employ to help minimise any problems being experienced and to prevent the problems reoccurring. For gull species you can provide this information using the** [**gull management plan**](http://www.snh.gov.uk/protecting-scotlands-nature/species-licensing/bird-licensing/health-and-safety/) **template** *(e.g. scaring devices; cleaning and removal of nesting material early in the season; deterrents such as nets, spikes, plastic curtain strips etc.)*.      |

**Section E: Required documents checklist**

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| **Confirm by ticking the box below that all the information we require to assess your licence has been submitted with your application.****[ ]  A gull management plan** (if required). |

**Section F: Declaration**

* I understand that it is an offence under Section 17 of The Wildlife and Countryside Act 1981 (as amended) to knowingly or recklessly provide false information in order to obtain a licence, and I declare that the particulars given in this application and any accompanying documents are true and accurate to the best of my knowledge and belief, and I apply for a licence in accordance with these particulars.
* I understand that failure to comply with any conditions included on any licence granted in respect of this application may constitute an offence.

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| **Date**: Click here to enter a date. | **Print name:**      **Electronic signature:**  |

**Submitting your application form**

This application **should be submitted by email by the licence holder** as named on this licence application (in which case please print name above and a signature is not required). If this application is not submitted by the licence holder, the electronic signature of the licence holder must be inserted above, and they must be copied in to the submission email. Please email the completed application form, together with all supporting information, to:**licensing@snh.gov.uk**

Please do not send zip files as these may be blocked by our security system and not received.

Once we have received your application, you will receive an automated email acknowledging this. Please quote the reference number given in the email if you need to contact us in relation to your application.

If you do not have access to email, you can print out and send your application and supporting information to the postal address below. Please note if you apply by post you will not receive confirmation that your application has been received.

**Licensing Section**

**Scottish Natural Heritage**

**Great Glen House**

**Leachkin Road**

**Inverness**

**IV3 8NW**

Please note SNH will hold your contact details on our Customer Database. All licence application forms, licences issued and correspondence relating to licensing decisions will be stored in our electronic filing system. We will use this information to undertake licensing functions. To do this we may have to discuss applications with relevant third parties. We manage personal information in accordance with the Data Protection Act 1998. The Act gives individuals the right to know what data we hold on them, how we use it and to which third parties it is disclosed. Where appropriate we may use your information within SNH for other purposes for example asking for your feedback.