



Application for an Excess Animals Permit

How to complete this form:

- Please ensure the additional animal/s have been registered with Council
- Fill out all fields correctly using block letters
- Complete the supporting documentation checklist
- Ensure all supporting documentation is submitted to Council with the completed application form
- Refer to the 'How to Submit and Pay' section for further information

Please note: The application will not be processed unless all details are completed and all required supporting documentation has been provided.

Please allow ten (10) working days for processing of this permit application.

Section 1: Applicant Details

Applicant details – this section must be completed by the Applicant

Last name

First name

Telephone number

Email

Residential address

Suburb

State

Postcode

Section 2: Details

- (1) What are the approximate measurements of the area within the property where the animals will be kept?

- (2) What method will be used to ensure the animals will be controlled within the property? (i.e. fence, enclosure)

- (3) Do you have intentions of breeding these animals?

☐

Yes

☐

No

- (4) Please provide reasons as to why approval to keep these animals should be considered or any other information in support of your application.

Frankston City Council *Community Local Law 2020* clause 4.1 (a) sets the requirements for excess animal permits, unless a planning permit issued under the provisions of the Frankston Planning Scheme allows a greater number such as animals businesses and shelters.

Animal Details					
Breed	Sex Female/ Male	De-sexed Yes/No	Age	Animal Reference Number	Animal Name
1					
2					
3					
4					
5					

Section 3: Supporting Documentation Checklist

The following documentation must be provided to Frankston City Council at the time of application. Applications received without the required documentation will not be processed.

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Additional animal/s currently registered within municipality.

Please ensure the additional animal/s have been registered with Council prior to submitting this form

Section 4: Statement of Acceptance

This section must be completed by all applicants

I declare that the information I have provided is true and correct. I have read, understood and agree to Frankston City Council's Excess Animal Permits 'Conditions of Issue and Use' and wish to apply for the selected permit to use in accordance with these terms. I will ensure that the permit is not sold, transferred or assigned to another party and will be solely used for the purposes as stated. I agree to return the permit if my eligibility changes. I acknowledge any information found to be false in support of this application will result in my permit being cancelled.

Applicant's name

Signature

Date

Frankston City Council is committed to protecting your privacy. The personal information you provide on this application is being collected by Frankston City Council for the primary purpose of assessing your eligibility

for the selected permit. Your address and purpose of your application will be disclosed to neighbouring property occupiers in order to provide your neighbours with the opportunity and right to comment/object to the application. We may also need to contact you from time to time for directly related purposes. Your personal information will not be disclosed to any external party without your consent, unless required or authorised by law. Failure to provide the information required means your application will not be processed. If you wish to gain access to, or alter any information you have applied to Frankston City Council whilst completing this application, please contact Council on 1300 322 322.

HOW TO APPLY

Please detach the completed application form and return with the required supporting documentation to Council via one of the methods below.

In Person

Civic Centre
30 Davey Street
Frankston VIC 3199

Seaford Community Centre
Shop 1, 6 Broughton Street
Seaford VIC 3198

Carrum Downs Library
203 Lyrebird Drive
Carrum Downs VIC 3201

Langwarrin Service Centre
Shop 6, Gateway Shopping Village
230 Cranbourne-Frankston Road
Langwarrin VIC 3910

By Mail

Frankston City Council
PO Box 490
Frankston VIC 3199

 By Email Please email the completed application form to: info@frankston.vic.gov.au

HOW TO PAY

If submitting the form in person then payment is made at that time.

If submitting the form by mail or electronically then we will provide you with payment details at the time the form is being processed.

OFFICE USE ONLY – All fees are non-refundable

Payee Name:

Account Code: LC

Permit Application Fee **\$155.00**

