

APPLICATION FORM
FOR CERTIFICATE OF REGISTRATION/ LICENSE TO OPERATE ANIMAL FACILITY
(In compliance to Republic Act No. 8485 *The Animal Welfare Act of 1998* as amended by RA 10631)

INSTRUCTION: Print legibly. Tick appropriate boxes and use separate sheet if necessary.
Indicate N/A if not applicable. Do Not Abbreviate.

To be filled-out by DA-BAI /DARFO-RAWC/RAWO/AWEO
RECEIVED BY:
DA-RFO NO.: _____ **DATE:** _____

NEW APPLICATION **RENEWAL APPLICATION** **GOVERNMENT** **PRIVATE**

I. PETITIONER INFORMATION (Officer-in-Charge, Owner, Manager or Veterinarian)

SURNAME			
FIRST NAME			NAME EXTENSION (JR/ SR)
MIDDLE NAME			
OFFICE ADDRESS	Number/ Building/ Block/ Lot Number		Street
	Sitio/ Subdivision/ Village		Barangay
	City/ Municipality		Province Region
CONTACT DETAIL/S	Phone/ Mobile Phone Number/s:		Email Address:

II. ANIMAL FACILITY INFORMATION

FACILITY NAME			
FACILITY ADDRESS	Number/ Building/ Block/ Lot Number		Street
	Sitio/ Subdivision/ Village		Barangay
<input type="checkbox"/> Same as Office Address	City/ Municipality		Province Region
CONTACT DETAIL/S	Phone/ Mobile Phone Number/s:		Email Address:

VEHICLE/ VESSEL/ CARRIER INFORMATION (FOR ANIMAL TRANSPORTATION FACILITY APPLICATION ONLY)

LAND **WATER** **AIR**

REGISTRATION NUMBER	Make and Model of Vehicle/ Name and Type of Vessel/ Type and Model of Aircraft		
	Official Receipt/ Certificate of Registration Number	Validity of Registration (DD/MM/YYYY)	

TYPE OF BUSINESS Sole Proprietor Partnership Corporation Cooperative
 Association Non-government Organization

A. LIVESTOCK FACILITY

Livestock Swine Cattle Buffalo Small Ruminant Stockfarm Stockyard Other Livestock Facility
Poultry Broiler Layer Breeder Hatchery Duck Quail Other Poultry Facility
Others Rabbit Ostrich Crocodile Apiary

B. NON-LIVESTOCK FACILITY

Companion/ Pet Kennel Cattery Pet Shop Grooming Boarding/ Recreation
 Pet Bird-Aviary Small Pet Animal Other Companion/ Pet
Veterinary Non-surgical Surgical Hospital Mobile Other Veterinary Facility
Sports Leisure and Gaming Gamefowl Pigeon Racing Horse Other Sports, Leisure and Gaming Facility
Animal Control Pound Shelter Other Animal Control Facility
Laboratory Laboratory Animal Laboratory Animal Production Other Laboratory Animal Facility
Working and Service Animal Working Dog Service Dog Provider for PWD Other Working and Service Animal Facility
Captive Wildlife Zoo and Aquarium Wildlife Rescue Center Wildlife Conservation/ Breeding Center Wildlife Hobbyist
 Primate Other Captive Wildlife Facility

C. LIVE ANIMAL MARKET Public Market (Live Animal) Livestock Auction Market Other Live Animal Selling/ Trading Facility

D. LIVE ANIMAL TRANSPORT Land Transport Water Transport Air Transport

III. ANIMAL FACILITY VETERINARIAN INFORMATION

SURNAME			
FIRST NAME			NAME EXTENSION (JR/ SR)
MIDDLE NAME			
CONTACT DETAIL/S	Phone/ Mobile Phone Number/s:		Email Address:

PROFESSIONAL REGULATION COMMISSION (PRC) LICENSE REGISTRATION NUMBER		VALIDITY (DD/MM/YYYY)	
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LEARNING AND DEVELOPMENT/ TRAINING/ SEMINAR ATTENDED *(Include only relevant L&D/ Training taken)*

Title	Date	Venue	Organizer

SIGNATURE OF THE PETITIONER	DATE	
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REQUIREMENTS AND FEES

I. Requirements for Initial Application

- Copy of DTI Business Registration/ SEC/ CDA Registration/ Ordinance or Mandate of Establishment
- ID picture of the Officer-in-Charge, Owner, Manager or Veterinarian
- Copy of valid PRC and PTR of the facility Veterinarian
- Copy of Notarized Employment Contract/ Memorandum of Agreement/ Appointment Order of the Veterinarian
- Copy of Location Map and Lay-out plan of the Facility
- Copy of Environment Clearance Certificate (ECC)/Certificate of Non-Coverage (CNC) from the DENR – Environmental Management Bureau
- Copy of Certificate of Attendance from Animal Welfare Seminar Conducted by BAI/ DA-RFOs or other BAI-recognized Organization

Other Facility-Specific Documentary Requirements

- Valid S2 license of the Veterinarian for Veterinary Facility, Shelter, Pound or Laboratory Animal Facility (Except Laboratory Animal Production Facility)
- Animal Care and Use Program (ACUP) and Institutional Animal Care and Use Committee (IACUC) for Laboratory Animal Facility (Except Laboratory Animal Production Facility)
- DENR-Biodiversity Management Bureau Certificate of Wildlife Registration (CWR)/ Wildlife Farm Permit (WFP) for Captive Wildlife Facility

II. Requirements for Renewal Application

- Same documentary requirements as stated above
- Business/ Mayor's Permit

III. Schedule of Application Fees

ANIMAL FACILITIES	INITIAL One Year (PHP Peso)	RENEWAL Three Years (PHP Peso)
Livestock (Facilities utilized for food production and draught purposes)		
Poultry (Broiler, Layer, Breeder, Hatchery, Duck and Quail); Swine/ Cattle/ Small Ruminants; Crocodile Farm	1,000.00	3,000.00
Slaughterhouse/ Poultry Dressing Plant; Stockyard/ Coral/ Stockfarm/ Stud Farm	500.00	1,500.00
Rabbit/ Buffalo/ Ostrich/ Apiary/ Other Livestock and Poultry Facility	300.00	900.00
Non-Livestock (Facilities for recreational, education, scientific, safety, security, public health and other purposes)		
Zoo and Aquarium/ Primate Facility	1,000.00	3,000.00
Kennel/ Cattery/ Pet Shop/ Pet Bird-Aviary; Race track/ Equestrian	500.00	1,500.00
Grooming/ Boarding and Recreation/ Small Pet Animal Facility/ Other Companion Pet Facility; Surgical and Non-surgical/ Veterinary Hospital/ Mobile Veterinary Clinic/ Other Veterinary Facility; Gamefowl/ Pigeon Racing/ Other Sports Leisure and Gaming Facility; Other Animal Control Facility; Laboratory Animal/ Other Laboratory Animal Facility; Working Dog Facility/ Service Dog Provider for PWD/ Other Working Service Animal Facility; Wildlife Rescue Center/ Wildlife Conservation Breeding Center/ Wildlife Hobbyist/ Other Captive Wildlife Facility; Public Market (Live Animal)/ Live Animal Market/ Livestock Auction Market/ Other Live Animal Selling Trading Facility; Live Animal Transport (Land Transport Vehicle, Water Transport Carrier/ Air Transport Carrier)	300.00	900.00
Pound/ Shelter	200.00	600.00

Surcharge Fee: Upon renewal, a surcharge of 50% of the amount due shall be levied on every expired registration certificate.

Pursuant to the provisions of RA 3639 an *Act creating the Bureau of Animal Industry (BAI)*, EO No. 292 Series of 1987 *Administrative Code of 1987*, EO No. 338 Series 2001 *Agriculture and Fisheries Modernization Act*, RA 8485 otherwise known as *The Animal Welfare Act of 1998*, as amended by RA10631 and RA 10611 *Food Safety Act*, the CERTIFICATE OF REGISTRATION also termed as LICENSE TO OPERATE as an Animal Facility, shall be issued by the Bureau of Animal Industry upon proof that the facility is compliant with the aforementioned laws, rules and regulations.

<p>I declare under oath that I have personally accomplished this Application Form which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate the contents stated herein. I understand that in compliance with the <i>Data Privacy Act</i> (R.A. No. 10173), BAI shall keep my information private and confidential and will retain my information solely for the fulfillment of the aforementioned purposes. I agree that any misrepresentation made in this document and its attachments shall cause the filing of administrative/criminal case/s against me.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Petitioner's printed name and signature</p>	<p>ID Picture taken within the last six (6) months 3.5 cm x 4.5 cm (passport size)</p>
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