

# Ramsey Town Commissioners

## Pet Request Form

Please read the guidance notes on the separate sheet and complete this form prior to acquiring a pet that you wish to live in, or about, the property with you. Written permission must be sought before obtaining such pets and such permission will not unreasonably be refused but will be restricted to the Commission's policy of **two dogs or two cats or one dog and one cat per household.**

Name of Tenant (s)

Tenancy Address

Telephone Number

Email Address

What type of animal or pet do you want?

Number you wish to keep

How old is the pet(s)?

If the animal or pet you want is a dog, what breed of dog do you want permission to keep? *(Please enter: the breed type (e.g., Labrador), or enter the cross-breed type, (e.g., Collie cross), or if it's not possible to tell simply enter 'Cross-breed unknown' or 'Mongrel')*

Size

Large

Medium

Small

Colour  Age  Sex

Neutered/Spayed  Yes  No  Unknown  Too Young

Will the dog come from the MSPCA or another animal rescue organisation?  Yes  No

If 'Yes', and not the MSPCA, please provide the name and address of the organisation

At the present time, are there any animals or pets kept at the address  Yes  No

If 'Yes', please enter details of any animals or pets kept at the address.

I can confirm that I have read and fully understand the Pet Policy & Guidance Notes for Ramsey Town Commissioners and understand my **responsibilities under my tenancy agreement.**

I understand that I am fully liable for the care, welfare and behaviour of my pet(s) and will ensure that they do not cause any damage or nuisance or disturbance to my neighbours or others.

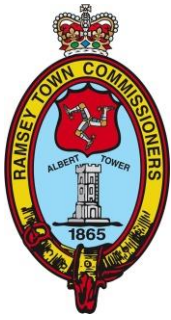
I understand the Commission has the right to withdraw any permission to keep a pet at its discretion.

Sign  Date

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**Office Use Only**

Permission Granted Yes  No  Date   
Property Inspection Yes  No  Date



# Ramsey Town Commissioners

## Pet Policy & Guidance Notes

You are allowed to keep pets **with the permission of Ramsey Town Commissioners.**

The following pet policy outlines the conditions under which tenants may keep pets in a Ramsey Town Commissioners' property.

Our definition of pets is dogs, cats, small caged birds (not pigeons), rodents, rabbits, non-poisonous insects and small non-poisonous reptiles or fish.

The Tenant shall not keep any dog, cat or noisy or dangerous animal or bird in, or about, the Property without the written consent of the Commission and in no case shall fowls or poultry be kept on the Property. Written permission must be sought **BEFORE** obtaining such pets and such permission will be restricted to **two dogs or two cats or one dog and one cat per household.**

If you are living in a scheme with more than four flats in the block, tenants can only keep small caged pets.

The following conditions apply to all tenants who are granted permission to keep a pet:

- Pets must be kept under control at all times
- Pets must not cause any nuisance to neighbours i.e. straying on to neighbouring gardens, letting your dog bark for a long period of time
- pets must not foul on shared areas or estate roads, footpaths and green areas
- Pets must not be allowed to foul inside the property, except for caged pets and pets trained to use a litter tray. Any pet faeces must be removed immediately from the garden or outside areas and disposed of safely and hygienically
- Pets must be kept under control when Ramsey Town Commissioners' staff or contractors visit your home
- Tenants must not leave their pets in the property when they are away unless clear arrangements have been made for their care
- Tenants must ensure that their animal will not cause damage to the property if they are left unsupervised
- All pets kept at the property must be vaccinated and regularly treated for fleas and worms (if appropriate)
- Tenants are responsible for keeping all areas of the property clean and free from parasites, such as fleas

- Tenants may not breed animals or offer for sale any animal in the property
- Any animal listed in the schedule of the Dangerous Wild Animals Act 1976 may not be kept at the property
- Any dog listed under the Dangerous Dogs Act 1991 may not be kept at the property with the exception of dogs registered on the Index of Exempted Dogs
- Tenants are responsible for their pets in accordance with the Animal Welfare Act. If the Ramsey Town Commissioners believes that a pet kept in the property has been neglected or abandoned, they will report it to an appropriate animal welfare organisation

Tenants are required to pay for any damage their animal has caused to the property and garden including fixed contents within the property and it is recommended they take out adequate insurance to cover for this eventuality. For the avoidance of doubt any such damage shall not be deemed to be fair wear and tear.

Tenants must professionally clean the property when they move out, ensuring that all floors are thoroughly cleaned and treated for fleas and mites and any possible infested floor coverings are removed and disposed of in a courteous manner.

Ramsey Town Commissioners have the right to make changes to this Policy and a Tenant's Pet Agreement at any time by giving the Tenant at least 30 days' notice.

Ramsey Town Commissioners will use the information provided in accordance with the Data Protection Act 2002 for the purpose of housing management. On occasions, the information may also be shared between different Departments of the Commissioners and with third parties such as contractors working on the Commission's behalf and the Department of Infrastructure. In such instances the Commissioners will ensure that your personal data is processed in accordance with the Data Protection Act 2002.

**Tenants completing a Pet Request Form are advised to keep this copy of the Pet Policy & Guidance Notes for their future reference.**

Versions of this Policy	Ramsey Town Commissioners	Version 1
Policy Reference:	Pet Policy	Draft date: July 2018
Staff affected:	RTC Housing staff	
Approved by:	Ramsey Town Commissioners	July 2018
Lead Officer:	Housing & Property Manager	
Review Date:		March 2019

This policy will be reviewed annually by the Housing & Property Manager.