



2023-2024 Animal Shelter License

1st class city (pop. 15,000 or more): \$400 2nd class city (pop. 2,001 to 14,999): \$335
3rd class city (pop of 2,000 or less) OR any facility without a city contract: \$285
A current Vet Care Form is Required

Renewal Application
New Application
* = required field

State License #: _____

Premise County: _____

Address and Contact Information

*Owner/Operator Name: _____
*Applicant Mailing Address: _____
*City _____ *Zip: _____
*Premise/Business Name: _____
*Premises Physical Address: _____ (NOT PO BOX)
*City _____ *Zip: _____

Check which phone number you prefer:

*Home Phone: _____
Cell Phone: _____
Work Phone: _____

*Email: _____
FEIN #: _____

License Details

*Please initial. See the Kansas Pet Animal Act at: agriculture.ks.gov/afi

As an animal shelter, I agree that this premise complies with K.S.A. 47-1701(g)

Y / N *Have you or any of your employees ever been convicted of any crime relating to theft or cruelty to animals?
(if yes, a letter of explanation MUST be attached)

Y / N *Does this shelter utilize pet animal fosters? If yes, please contact the office for foster registration requirements.

Y / N *Does this shelter have a contract with a city or county to take in or harbor stray or seized animals?

*Total Shelter Capacity: Dogs: _____ Cats: _____

*Vet care forms expire a year from the date your veterinarian signs it. Licenses will not be renewed unless a current form is on file.
Current veterinary care form is on file with the AFI Program I have attached a current veterinary care form

Hours & Designated Representative

Inspections are routinely conducted Monday through Friday, 7 am to 7 pm. pursuant to K.A.R. 9-18-9(c). Inspectors will attempt to accommodate your preferred hours of inspection; however, we cannot guarantee they will arrive during your preferred hours that are listed on your application. If you are not routinely available for an inspection Monday through Friday from 7 am to 7 pm, a designated representative is required to be on file. Please note, a no contact fee of \$200 will be assessed according to K.S.A. 47-1721(d)(1).

*What are your preferred hours for inspection? _____

**Designated Representative(s) other than owner): _____
**Required per K.A.R. 9-18-2 (d)

Designated Representative phone(s): _____

*Directions to Premise: _____

I understand that Kansas law permits that a licensee may have routine inspections and may be inspected upon complaint. I consent to the inspections by the Kansas Department of Agriculture. I understand inspections may be conducted outside of my preferred hours Monday to Friday, 7am to 7pm. I understand that a willful disregard of any provision of the Kansas Pet Animal Act or of any regulations adopted there under may subject the licensee to suspension or revocation of the license and/or fine of up to \$1000 per violation and/or criminal penalties. I understand that a material misstatement in this application form may be grounds for denial, suspension or revocation of a license. The information contained within this application is true and correct to the best of my knowledge. All RENEWAL applications not postmarked by 09-30-2023 will be assessed a \$70.00 late fee.

Owner Signature: _____ Date: _____

Printed Name: _____

TO BE COMPLETED BY KDA STAFF ONLY

SP (): _____
AHL: _____

Transaction #: _____

CC/CK#: _____