



Individual Primate Information

For new applications, please complete and submit one copy for each primate to Melton Borough Council with your application, and keep a copy for your records.

For renewal applications, please submit a copy of your existing records.

You may need print multiple copies of the different documents depending on circumstance.

Please note that these documents are examples of the types of records you should be keeping as a keeper of primates. This list of documents is not an exhaustive list. Please ensure you are keeping all the relevant records required in the regulations.

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Primate Records

The licence holder must keep any such record for at least six years beginning with the date on which the record was first created.

Regulation 6.1 The licence holder must keep:

(a) Individual records for each primate containing the following details:

Name of primate: _____ **Species:** _____

Sex	Date of birth	Microchip number	Colour and markings

Previous keeper's details

Name	Telephone number	Email address

Death of primate (where applicable)

Date	Cause of its death

Where the primate is permanently transferred to other premises, details of the new keeper (where applicable) and the address of the place to which it has been relocated

Name	Address primate has been relocated to	Telephone number	Email address

(b) a written record, which is prominently displayed at the licensed premises, containing:

Details of the people who are for the time being responsible for the overall care and management of the primates

Name	Telephone number	Email address

Details of the named veterinarian and any other veterinarian who is to be contacted in an emergency

Name of vet	Practice name	Practice Address	Telephone number	Email address

Details of local police and fire service

Name	Telephone number	Email address (if applicable)
Police		
Fire Service		

(c) A written record of all the persons who are authorised to access and care for the primates

Number	Name
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	

Feeding Plan

Regulations 18 requires an individually tailored diet plan must be maintained for each primate. Diet must ensure that the primate receives an appropriate balance of daily fresh produce, commercially prepared food and fresh edible plant material in a suitable natural form. Diet plan is to be reviewed at least annually (more frequently where necessary).

Name of primate:

Species:

Daily Diet Plan What is the daily diet? Include amounts for each item	Diet Plan Evidence How was the diet developed? What expert advice has been followed when developing the diet?

Signed by vet:

Date:

Print Name:

Date reviewed	Advice/Guidance provided to maintain or alter diet	Signed by vet

Weight Chart

Regulations 22 requires that each primate is weighed monthly.

Primates Name:

Species:

Abnormal Behaviour Plan of Action

Regulation 37 (c): Licence holders must have a plan when abnormal behaviour is observed, and advice sought from appropriate expert.

Abnormal animal behaviour refers to actions or patterns of activity that deviate from what is typical or expected. These behaviours often indicate stress, illness, poor welfare, or environmental issues.

Examples include:

1. Stereotypes
2. Self-mutilation
3. Excessive aggression or fear
4. Unusual energy levels
5. Failure to perform natural behaviours: for example, grooming, nesting, or social interaction

Name of primate:

Species:

Date	Abnormal behaviour noted	Advice sought	Action taken

Date	Abnormal behaviour noted	Advice sought	Action taken