MOHAVE COUNTY DEPARTMENT OF PUBLIC HEALTH
ENVIRONMENTAL HEALTH DIVISION

BULLHEAD CITY	KINGMAN	LAKE HAVASU CITY
1130 HANCOCK ROAD ZIP 86442 (928) 758-0704	3250 E. KINO AVENUE ZIP 86409 (928) 757-0901	2001 COLLEGE DRIVE, STE. 95 ZIP 86403 (928) 453-0712

APPLICATION FOR PERMIT TO OPERATE PET SHOP/GROOMING SHOP/KENNEL

ESTABLISHMENT #:
TYPE:
DATE OF OPENING:
ASSESSOR'S PARCEL NUMBER:

IF MOBILE, LICENSE #:
IF MOBILE, VIN #:

BUSINESS INFORMATION:

NAME OF BUSINESS	BUSINESS ADDRESS	CITY
BUSINESS PHONE:	FAX:	CELL:

MAILING ADDRESS:

MAILING ADDRESS:	CITY:	STATE:	ZIP CODE:

OWNER INFORMATION:

NAME OF BUSINESS OWNER:	HOME ADDRESS:	CITY	STATE	ZIP
HOME TELEPHONE:	EMAIL ADDRESS:			
EMERGENCY CONTACT NAME:	PHONE: ( )			
PROPERTY OWNER:*	CONTACT NUMBER: ( )			

*If different from permit holder, require a *copy of lease agreement and/or notarized letter from property owner* indicating lease has been made to permit holder.

I_____ hereby certify that I am the operator/authorized agent of the above establishment.
(applicant name)

Signed: Date:

***Development Services must sign-off for unincorporated areas (kennels, pet shops, grooming shops)**

Mohave County D.S. Sign-off: _____ **Date:** _____

Note: THIS APPLICATION WILL NOT BE PROCESSED UNLESS COMPLETED IN FULL.

FEES ARE NON-REFUNDABLE DO NOT WRITE BELOW THIS LINE **PERMITS ARE NOT TRANSFERABLE**

Application approved for Permit by_____Date_____
(Inspectors Signature)

Amount Received $_____Cash or Check#_____Receipt#_____Expires_____

Picture Identification verified and copy attached ☐ (check box if completed) By_____

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ARS §11-1606 Application Process Notice
Pet Shops, Grooming Parlors, Kennels

Under ARS §11-1606 Mohave County is required to give you the following information when you apply for an Animal Health permit:

The following steps are required to obtain a **Pet Shop, Grooming Parlor or Kennel** permit:

1. For new facilities, a plan review must be conducted. Construction plans, plan review application and appropriate fee must be submitted to the Environmental Health Division (EHD)
2. EHD will review the plans for compliance and send a plan review letter to the applicant.
3. Applicant must respond in writing to the plan review letter indicating how they will meet any deficiencies outlined in the letter.
4. When construction is complete, the EHD will conduct an inspection for compliance with applicable requirements. If all requirements have been met, a permit may be obtained by submitting a permit application and fee.
5. For existing facilities that are not proposing any changes to the facility, a consultation inspection must be conducted. A service request must be filled out and submitted with the appropriate fee.
6. An appointment will be made with an inspector, followed up by the inspection of the facility to ensure all requirements are met. A plan review may be required at the discretion of the EHD.
7. If all requirements are met, a health permit may be obtained by submitting a permit application and fee to the office.

Applicable licensing time frames (business days):

Type of Approval	Authority	Overall Time-frame	Administrative Completeness Review	Substantive Review
Pet Shop, Grooming Parlor or Kennel	MC Ordinance 2007-08	60	30	30

Name and telephone number of a person who can answer questions or provide assistance during the application process: Your assigned inspector either in person or by phone at the offices and numbers listed above. If you are unable to receive assistance, you may contact the Environmental Quality Supervisor at the Kingman office (number listed above).

Under ARS §11-1609, you may request that the County clarify its interpretation or application of a statute, ordinance, regulation, delegation agreement or authorized substantive policy statement that affects the issuance of your permit by providing the County with a written request that states: 1. Your name and address; 2. The statute, ordinance, regulation, delegation agreement or authorized substantive policy statement that requires clarification; 3. Any facts relevant to the requested ruling; 4. Your proposed interpretation of the applicable statute, ordinance, regulation, delegation agreement or authorized substantive policy statement or part of the statute, ordinance, regulation, delegation agreement or authorized substantive policy statement that requires clarification; 5. Whether, to the best of your knowledge, the issues or related issues are being considered by the County in connection with an existing license or license application.