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| **REPORT of action taken under VOLUNTARY BAT ROOST VISITOR CLASS LICENCE WML-CL15 or CL16 licences for the purpose of conservation**  Natural England Wildlife Licensing Service, Horizon House, Deanery Road, Bristol BS1 5AH  Tel: 020802 61089  Email: [wildlife.scicons@naturalengland.org.uk](mailto:wildlife.scicons@naturalengland.org.uk)  Online: [Protected species licences: register to apply for and manage licences online - GOV.UK](https://www.gov.uk/guidance/protected-species-licences-register-to-apply-for-and-manage-licences-online) | NatEng_logo_K |
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| **THIS REPORT FORM MUST BE RETURNED NO LATER THAN THE 30 JUNE EACH YEAR** | |
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| **GUIDANCE NOTES** *Please read the following notes carefully before completing this form in block capitals or type. It may be downloaded, completed on screen, and posted or emailed to us (email is preferred).*   1. It is a condition of Class Licences WML-CL15 and WML-CL16 that each Registered Volunteer Bat Roost Visitor provides Natural England with a report confirming they wish to remain registered as a Volunteer Bat Roost Visitor and/or Volunteer Bat Roost Visitor trainer (using this form) and any training activities by no later than 30 June each year. This report must be completed, **even if no action is taken,** and returned to Natural England (details above). 2. If you fail to comply with reporting requirements then, by default, you will no longer be considered registered to act under this licence. Furthermore, failure to complete and submit a report using this form is a breach of the conditions of the licence and may mean that the licence cannot be relied upon and an offence could therefore be committed.   3. There is significant public interest in wildlife licensing and in those who benefit from receiving a wildlife licence. We may make information publicly available, for more information, please see our [Privacy Notice](https://www.gov.uk/government/publications/natural-england-privacy-notices). | |

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| **Customer Details** | | | |
| Name of Registered Volunteer Bat Roost Visitor |  | Registration No.  (eg 20xx-xxxx-CLS-CLS) | **-CLS-CLS** |
| Level of Volunteer Bat Roost Visitor Licence registered to use (Level 1 **or** Level 2) *– please tick* | CL15 (Level 1)  **or** CL16 (Level 2) | | |
| Period covered by this report | From 1 June to 31 May | | |

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| **Action under licence** |
| Have you or anyone acting under your authority conducted official duties under the Bat Advice contract using this licence during the period specified above?  YES  NO  If ‘YES’ please confirm that you have submitted all Bat Roost Visitor Reports to your Bat Advice Contractor:  YES  NO  If ‘NO’, you will not be able to act under this licence until they are submitted.  If you are a registered trainer (under the Level 2 licence WML-CL16): have you provided any training whilst on official duties under the Bat Advice contract using this licence during the period specified above?  YES  NO    If ‘YES’ please confirm the names of trainee Volunteer Bat Roost Visitors you have provided training for and specify the names of those who completed their training under this licence period. |

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| **Continuation of registration** | | | | | |
| Do you wish to remain registered to use this licence?  YES  NO  ***If YES, please ensure that you notify Technical Services Wildlife Licensing of any changes to your contact details. Should your registered details have changed please provide correct details below:***  **Name:**  **Email address:**  **Address:**  **Phone Number:**  **N/A:** | | | | | |
| **Declaration** | | | | | |
| To be completed by the Registered Bat Volunteer Roost Visitor.  I declare that the details given in this report are correct to the best of my knowledge and belief, and that the conditions specific to this licence have been complied with. | | | | | |
| **Signed\*** |  | **Name** |  | **Date** |  |
| \*If submitting via email, please insert an electronic signature **or tick here** to confirm acceptance of the declaration. | | | | | |

**PLEASE NOTE: If you also registered under a bat survey class licence (CL17-CL20) please complete the separate survey form in addition to this return.**