



## **Dog Licensing Guidelines**

### **Description:**

Article 7 relates to the licensing, identification and control of dogs and the animal population control program in New York State and is administered by the New York State Department of Agriculture and Markets. Dogs harbored in New York City, however, must be licensed by the New York City Department of Health. Locally, the Town of Sullivan Dog Control Officer is responsible for enforcing Article 7.

### **What Dogs Need To Be Licensed?**

Every dog owned or harbored in New York State for longer than 30 days must be licensed. The following are the **only license exemptions:**

- Dogs under four months of age not running at large.
- If a non-resident brings a dog into New York State for less than 30 days and the dog is licensed according to the resident state's licensing laws.
- Dogs confined to the premises of any public or private hospital, research institution or a Class A Dealer with a certificated of exemption from the Commissioner.

### **How To License Your Dog**

- Apply for a dog license at the Town Clerk's Office during regular hours.

### **WHAT YOU WILL NEED:**

1. If the dog is spayed or neutered, a certificate from a licensed veterinarian showing that the dog has been spayed or neutered, unless this proof is already on file with the clerk.
  2. All dogs three months or older must have proof of a **rabies vaccination** signed by a licensed veterinarian or a certificate stating why the life of the dog would be endangered by the vaccine.
- After the appropriate certificates are filed and the license fee has been paid, the license will be validated for a one, two or three year period.

Each dog is assigned a permanent metal ID tag which is to be attached to the dog's collar. **NO REFUND WILL BE MADE AFTER A LICENSE HAS BEEN VALIDATED.**

**The statutory license fees are:**

**License fees for Spayed/Neutered Dog:**

Town portion of license fee	\$18.00
Agriculture and Markets Mandatory Surcharge	\$1.00
Madison County Rabies Registry fee	\$1.00
<b>Total</b>	<b>\$20.00</b>

**License fee for Unspayed/Unneutered Dog:**

Town portion of license fee	\$26.00
Agriculture and Markets Mandatory Surcharge	\$3.00
Madison County Rabies Registry fee	\$1.00
<b>Total</b>	<b>\$30.00</b>

**Purebred License Fee:** \$75.00

**Purebred License fee per Dog:**

Town portion of license fee	\$11.00
Agriculture and Markets Mandatory Surcharge	\$3.00
Madison County Rabies Registry fee	\$1.00
Total	\$15.00

**Unlicensed Dog Fee:**

Fee for a dog identified to be unlicensed during an enumeration per Article 7 of the Agriculture and Markets Law. \$10.00

**Exempt from License Fees:**

There shall be *no fee* for any license issued for any detection dog, guide dog, hearing dog, police work dog, service dog, therapy dog, war dog, or working search dog. Each copy of any license for such dogs shall be conspicuously marked "Detection Dog", "Guide Dog", "Hearing Dog", "Police Work Dog", "Service Dog", "Therapy Dog", "War Dog", or "Working Search Dog", as may be appropriate, by the Town Clerk.

**Dog Control Officers:**

Every licensing town, city or village must have a Dog Control Officer (DCO) and municipal shelter services. The DCO and shelter service enforces both State and any local dog laws and ordinances. Further, it is the DCO's responsibility to pick up lost and stray dogs and humanely care for them until they can be reunited with their owners.

If your dog is lost or you find a lost dog, immediately contact the local DCO or shelter. Owners should seek lost unidentified dogs at the municipal shelter.

If a dog is lost but identified with an identification tag, the DCO will contact the Town Clerk to trace the dog tag to the owner.

The local dog control officer must institute action for violations of both state and local laws. Fines or civil penalties shall not less than \$50 or more then \$100 for the first offense or not less than \$100 nor more than \$200 or imprisonment for not more than 15 days or both for subsequent offenses.

Any local fees collected are kept by the licensing municipality for dog control services and enforcement of Article 7 of the Agriculture and Markets law.