

# Town of Richmondville—Dog License Application

Office Location: 104 Municipal Lane, Richmondville

**Mail To: Maggie A. Smith, Town Clerk**

**104 Municipal Lane, Richmondville, NY 12149**

Hours: Mon., Tues. & Fri. 10 – 5, Wed. & Thurs. 12:30-7pm

**Phone:** 518-294-7150      **Fax:** 518-618-4317

**Email:** [rvilletc@gmail.com](mailto:rvilletc@gmail.com)

**You may apply for your dog's license in person or by mail. Please sign and return this application (1 per dog) with the fee and proof of up-to-date rabies vaccination. If your dog's rabies vaccination is within 30 days of expiration date or expired, you must submit a current vaccination certification showing the date of vaccination, expiration date, rabies tag #, serum manufacturer name and batch serial #. Also, provide documentation showing your dog has been neutered or spayed.**

**Owner Name:** \_\_\_\_\_

**Physical Address Where Dog Lives (required)**

**House # and Street** \_\_\_\_\_

**Town, State and Zip Code** \_\_\_\_\_

**Mailing Address (If Different)** \_\_\_\_\_

**Phone\Cell:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Dog Name:** \_\_\_\_\_ **Birth Year** \_\_\_\_\_ **Male** **Female**

**Dog Breed:** \_\_\_\_\_ **Primary Color** \_\_\_\_\_ **2<sup>nd</sup> Color** \_\_\_\_\_

**Dog's Chip #** \_\_\_\_\_ **Markings\Distinguishing Feature** \_\_\_\_\_

**\*Spayed\Neutered?**      **YES (License Fee \$8.00)**      **NO (License Fee \$15.00)**

**If yes, you must submit spay/neuter certificate or current rabies showing dog is spayed\neutered**

**Owner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**\*REMEMBER to enclose documentation from a veterinarian showing UP-TO-DATE rabies vaccination including serum manufacturer, lot\batch #, Rabies Tag #, Vaccination date and expiration date. Your rabies paperwork will be returned to you.**

**Return Application To: Richmondville Town Clerk, 104 Municipal Lane, Richmondville, NY 12149 with required documents and payment (Check or Money Order-made payable to Richmondville Town Clerk. Please Do NOT Send Cash or Credit\Debit Information. Include a self-addressed, Stamp Envelope with your application.**

**Your Dog License, Tag and Documents Will Be Mailed To You**

**One Form Required For Each Dog You Want To License**

**One Check For All Dogs Acceptable**