

## **DOG LICENSE INFORMATION**

All dogs in the City of Rome, New York State must be licensed at four months of age and older. The issuance of a new dog license must be processed in person at City Clerk's Office. To obtain a new dog license, a certificate of rabies vaccination from a licensed veterinarian must be presented. If the dog has been spayed or neutered, a certificate of verification must also be presented. After the appropriate certificates are verified and the license fee has been paid, the license will be validated for one year by the Clerk's Office. Each dog is assigned a permanent official identification number and issued a metal identification tag which is to be attached to the dog's collar. If the dog has been licensed in another municipality, the owner has 30 days to license the dog in the City of Rome. All previous paperwork and the license fee must be presented to the Clerk in order to issue the license to your new address in the City of Rome. The name on the rabies certificate must be the owner's name in order to obtain a dog license.

A license shall be renewed after a period of one year beginning with the first day of the month following the date of issuance and shall be renewed annually thereafter prior to the expiration date.

### **Fee Schedule**

Unneutered/Unspayed: **\$25.00**      Neutered/Spayed: **\$15.00**

- A late fee of **\$20.00** shall be applied per dog not renewed *within 60 days of the expiration of the previous license.*

### **Renewal**

You may renew a dog license by mail. After receiving a renewal reminder from the Rome City Clerk, simply follow the instructions on the form.

### **Change of Address**

If you move from one residence to another residence within the City, please notify the City Clerk's Office of your change your address.

### **Change of Owners**

To change the official owner of a dog, the new owner must submit all previous paperwork relating to the licensing of the dog. A note stating the change in ownership issued by the previous owner and licensing fees must also be submitted. A new license will be issued when changing ownership.

### **Lost License Tag**

If a dog loses its license tag, the owner can obtain a replacement for a fee of \$3.00.

### ***What do dog licenses pay for?***

- Local Animal Control Officers
- New York State Animal Population Control Program
- Investigation of animal cruelty complaints and enforcement of animal welfare laws
- Compliance with rabies vaccination of dogs
- Care for sick and injured stray animals
- Return of lost dogs to their owners