

# APPLICATION FOR CAT AND DOG REGISTRATION

11 APRIL TO 10 APRIL ANNUALLY



**HOW TO COMPLETE THIS FORM** - We encourage all pet owners to register their pet online by visiting [www.melbourne.vic.gov.au/pets](http://www.melbourne.vic.gov.au/pets)

1. Fill out all fields using BLOCK LETTERS.
2. Submit the completed form and documents by email, mail or in person.

The City of Melbourne aims to process all applications within 10 working days.

**Please note: the application will not be processed unless all details are completed**

The City of Melbourne is committed to protecting your privacy. The personal information you provide on this application is being collected by the City of Melbourne for the primary purpose of assessing your eligibility for the selected permit. We may also need to contact you from time to time for directly related purposes. Your personal information will not be disclosed to any external party without your consent, unless required or authorised by law. Failure to provide the information requested, means your permit application cannot be processed. If you wish to gain access to, or alter any personal information you have supplied to the City of Melbourne whilst completing this application, please contact us on +61 3 9658 9658. Access our privacy statement at [www.melbourne.vic.gov.au](http://www.melbourne.vic.gov.au)

## PET ADDRESS AND DETAILS (please tick box)

Has your pet previously been registered with the City of Melbourne?  Yes  No

Unit/Street number  Street name

Postcode  Suburb

This form is used to register dogs and cats kept within the **City of Melbourne** municipality only.

## OWNER DETAILS

Owner Name  Phone

Email  Mobile

Postal Address (if different to pet's address)   
 Postcode

Secondary Contact  Phone

I would like to receive a registration renewal notice by:  Email  Mail

	PET 1	PET 2
Pet type	<input type="checkbox"/> Dog <input type="checkbox"/> Cat	<input type="checkbox"/> Dog <input type="checkbox"/> Cat
Pet's name	<input type="text"/>	<input type="text"/>
Microchip number	<input type="text"/> <input type="text"/> <input type="text"/>   <input type="text"/> <input type="text"/> <input type="text"/>   <input type="text"/> <input type="text"/> <input type="text"/>   <input type="text"/> <input type="text"/> <input type="text"/>   <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>   <input type="text"/> <input type="text"/> <input type="text"/>   <input type="text"/> <input type="text"/> <input type="text"/>   <input type="text"/> <input type="text"/> <input type="text"/>   <input type="text"/> <input type="text"/> <input type="text"/>
Gender	<input type="checkbox"/> Desexed male <input type="checkbox"/> Male <input type="checkbox"/> Desexed female <input type="checkbox"/> Female	<input type="checkbox"/> Desexed male <input type="checkbox"/> Male <input type="checkbox"/> Desexed female <input type="checkbox"/> Female
Breed	<input type="text"/>	<input type="text"/>
Colour	<input type="text"/>	<input type="text"/>
Date of birth	Year <input type="text"/> Month <input type="text"/>	Year <input type="text"/> Month <input type="text"/>
Fee	\$ <input type="text"/> (refer to back of form)	\$ <input type="text"/> (refer to back of form)

OFFICE ONLY	PET 1	PET 2
Tag number	<input type="text"/>	<input type="text"/>
Reference number	<input type="text"/>	<input type="text"/>

## DECLARATION – this section must be completed by all applicants

I declare that the information I have provided is true and correct. I agree that all applications are non-refundable. I declare that my dog is not a restricted breed or declared a dangerous or menacing dog (refer to [www.melbourne.vic.gov.au/pets](http://www.melbourne.vic.gov.au/pets) for more information).

Signature (applicant)

Print name

Date

**METHOD OF PAYMENT****ONLINE**

melbourne.vic.gov.au/pets

**↑ IN PERSON**

Bring completed form and accepted payment method to  
Melbourne Town Hall  
120 Swanston Street, Melbourne VIC 3000  
Business hours, Monday to Friday  
(Public Holidays excluded)

**✉ EMAIL**

We no longer allow completed forms with payment details to be sent via email.

**✉ MAIL**

Attach cheque made payable to 'City of Melbourne' and mail it to  
GPO Box 1603 Melbourne 3001

**FEES**

The below amounts are annual fees. A 25% reduction applies on 11 August annually and a further 25% reduction applies on 11 December.  
**All cats in the City of Melbourne must be desexed unless a relevant exemption under section 10B of the *Domestic Animals Act 1994* applies. Proof of desexing must be provided when applying to register.**

DOGS	ANNUAL FEE	CONCESSION FEE	DESCRIPTION
Reduced	\$71.00	\$36.00	Any one or combination of the following: <ul style="list-style-type: none"> <li>desexed</li> <li>over ten years old</li> <li>used for breeding by proprietor of Domestic Animal Business</li> <li>registered with applicable organisation</li> <li>undertaken obedience training which complies with the regulations</li> <li>kept for working stock.</li> </ul> <b>Proof must be provided for all criteria.</b>
Full	\$215.00	\$108.00	Dog with none of the above
Other	\$353.00	N/A	Restricted breed dog; declared dangerous dog; menacing dog. No concession applies.
Exempt	N/A	N/A	Guide dogs used by visually impaired or owned by an approved organisation which trains guide dogs; State or Commonwealth Government dogs. <b>Proof must be provided.</b>
CATS	ANNUAL FEE	CONCESSION FEE	DESCRIPTION
Reduced	\$44.00	\$22.00	Any one or combination of the following: <ul style="list-style-type: none"> <li>desexed</li> <li>a kitten that is too young to be desexed, but is booked in for desexing when of suitable age</li> <li>Is over 10 years old and you have evidence from your vet stating there is a valid medical reason your cat cannot be desexed</li> <li>used for breeding by proprietor of Domestic Animal Business</li> <li>cat owner is a member of an applicable organisation</li> </ul> <b>Proof must be provided for all criteria.</b>
Full fee	\$133.00	\$67.00	Cats under 10 years old with evidence from a vet stating there is a valid medical reason the cat cannot be desexed. <b>Proof must be provided.</b>

A reduced registration rate of \$8 per dog and cat fostered for the first 12 months the dog or cat is in your care applies. You must be registered with the City of Melbourne as a foster carer to be entitled to this reduced rate. See [www.melbourne.vic.gov.au/pets](http://www.melbourne.vic.gov.au/pets) for more information.

Cats and dogs that are currently registered with another municipality within Victoria can be transferred for no fee. Proof must be provided of registration.

If you wish to claim a State Concession (under the meaning of the State Concession Act 2004) see below details.

A State Government levy from the fees collected is used to fund responsible pet ownership programs.

**CONCESSION FEES**

Reduced fees only apply to the card holders below. Health Care and Concession cards are not accepted.

Pensioner card  War widow entitlement  TPI entitlement Card no.

**Cats and dogs must wear registration tags when outside the owner's premises. All dogs must be kept on a leash in public places unless in a designated off leash area – for more information visit [www.melbourne.vic.gov.au/pets](http://www.melbourne.vic.gov.au/pets)**