

Dog Licensing Procedures

Dog Licensing procedures are regulated through Article 7 of the Agriculture and Markets Law in New York State. This page will give a synopsis of applicable rules, fees, and other information so you may properly license your dog.

What Dogs must be licensed?

Every dog owned or harbored in New York State for longer than 30 days must be licensed. The ONLY EXCEPTIONS are:

- Dogs under 6 months of age not running at large.
- Dogs harbored in New York City (these are licensed by the NYC Department of Health)
- If a non-resident brings a dog into New York 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 certificate of exemption from the Commissioner.

How to license your dog

- Apply for a dog license at your local licensing agent, which would be the clerk of the town, city or, in some counties, village. The Town Clerk in Esperance has all the necessary information.
- For guide dogs, war dogs, hearing dogs, police work dogs or service dogs, satisfactory proof is required, such as a training certificate, etc., for licenses.
- IN ADDITION TO THE APPLICATION, THE OWNER WILL NEED:
 - If the dog is spayed or neutered, a certificate from a licensed veterinarian or an affidavit from the owner showing that the dog has been spayed or neutered, unless this proof is on file with the clerk.
 - 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 application and appropriate certificates are filed and the license fee paid, the license will be validated for one year. Each dog is assigned a permanent official identification (ID) number and issued a metal ID tag which is to be attached to the dog's collar. NO REFUND WILL BE MADE AFTER A LICENSE HAS BEEN VALIDATED.

If you are interested in a purebred license, please contact the Town Clerk.

LICENSE FEES

For spayed or neutered dogs: \$5.00

For unspayed or unneutered dogs: \$13.00

For guide, war, hearing, police work, or service dogs: no fee.

License renewal forms will be mailed directly to the dog owner by the Department of Agriculture and Markets.

HOW TO CHANGE A LICENSE

To ensure the accuracy of license records, it is essential that any changes to the information on the license be provided to the local agent who will, in turn, notify the department so that records can be updated. The owner must provide in writing any of the following changes:

- Dog Ownership
- Dog Owner's address

- Loss or theft of the dog (and if the dog is found, its return)
- Death of a dog.

LOCAL DOG CONTROL SERVICES

Every licensing town, city, or village must have a Dog Control Officer (DCO) and municipal shelter services, who enforce both State and local dog laws and ordinances. If your dog is lost, or you find a lost dog, immediately contact the local DCO or shelter. Owners should seek lost dogs at the municipal shelter. If a lost dog is identified with the NYS ID tag, the DCO will contact the New York State Department of Agriculture and markets 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 be up to \$25 for the first offense, \$50 for the second offense, and \$100 for the third and subsequent offenses.

If dogs injure or kill livestock, the local assessor should be notified immediately. DO NOT destroy or bury the animals. They must be available for examination so the assessor can appraise the damage.