

# RICHLAND COUNTY GOVERNMENT



## PET LICENSE APPLICATION

Richland County Ordinance requires the owners of dogs and cats over the age of four (4) months provide their pets with a current license tag. **FAILURE TO LICENSE YOUR DOG OR CAT CAN RESULT IN A MAXIMUM PENALTY OF FIVE HUNDRED DOLLARS (\$500.00) OR IMPRISONMENT NOT EXCEEDING THIRTY (30) DAYS OR BOTH.** (ADDITIONAL COURT COST AND FEES MAY APPLY).

### FOR OFFICIAL USE ONLY

LICENSE # ISSUED \_\_\_\_\_

RABIES TAG # \_\_\_\_\_

VET/CLINIC \_\_\_\_\_

ZONE \_\_\_\_\_

FEE PAID \_\_\_\_\_ CHECK/ M.O.

NAME \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

This license is for a  Dog  Cat

Pet's Name \_\_\_\_\_ Breed \_\_\_\_\_ Sex \_\_\_\_\_

Spayed/Neutered \_\_\_\_\_ Color \_\_\_\_\_ Hair length \_\_\_\_\_

Date of Birth \_\_\_\_\_ Tattoo \_\_\_\_\_ Microchip# \_\_\_\_\_

Other Characteristics \_\_\_\_\_ Weight \_\_\_\_\_ Age \_\_\_\_\_

Please use the back of this application or a separate application to register additional pets.

The County license fee for fertile pets is twenty-one dollars and seven cents (**\$21.07**) per year. The fee for sterilized pets is four dollars and twenty-one cents (**\$4.21**) per year.

You will be provided with an identification tag that must be worn by your pet at all times. Licenses expire one year after the date of issue. Thirty days prior to your expiration date you will be sent a renewal form. Failure to license or renew your pet's license is a violation of the **Richland County Code of Ordinance, Section 5-2.**

Proper fees can be paid by check, money order, or cash. Online payments can be made by debit or credit card. If you have any questions or need additional forms, please call our office at **(803) 576-2473.**

**If one of the following classifications applies to your pet, you are exempt from paying the higher license fee for fertile pets. You will be required to pay a fee of \$4.21 for each license. You will not be required to have your pet spayed/neutered.**

- Not spayed or neutered due to medical reasons. (MUST PROVIDE A WRITTEN STATEMENT FROM A LICENSED VETERINARIAN)
- A purebred pet that has participated in a recognized conformation or performance event within the last twelve (12) months. (PROOF OF PARTICIPATION MUST BE PROVIDED)
- Dog(s) used for hunting purposes. (MUST PROVIDE DOCUMENTATION THAT THE DOG IS PROPERLY REGISTERED WITH A NATIONALLY RECOGNIZED ORGANIZATION WHICH SANCTIONS HUNTING TESTS AND/OR FIELD TRIALS)

**Any owner of a dog which is trained to be an assistance dog for its owner shall be required to obtain an annual license but shall not be required to pay the license fee.** (PROOF MUST BE SUBMITTED).

(You can also apply online at: <https://etrakit.rcgov.us/etrakit3/>.) Be sure to include:

1. Copy of your rabies vaccination certificate (from a licensed veterinarian).
2. Your check or money order payable to **Richland County Animal Care.**
3. Proof of spay/neuter (unless previously submitted).

**Mail to (PLEASE NO CASH PAYMENT BY MAIL):**

**RICHLAND COUNTY ANIMAL CARE 400 POWELL ROAD COLUMBIA, SC 29203**

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ZONE \_\_\_\_\_

FEE PAID \_\_\_\_\_ CHECK/ M.O.

NAME \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

This license is for a  Dog  Cat

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Spayed/Neutered \_\_\_\_\_ Color \_\_\_\_\_ Hair length \_\_\_\_\_

Date of Birth \_\_\_\_\_ Tattoo \_\_\_\_\_ Microchip# \_\_\_\_\_

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