

PLEASE NOTE THAT ALL ANIMALS ARE REQUIRED TO BE REGISTERED AT THE TIME OF MAKING THIS APPLICATION

Applicant Details

First Name		Last Name			
Postal Address				Post Code	
Residential Address				Post Code	
Home Phone	Work Phone		Mobile		

Permit Details

List all cats and dogs at the property

New Permit Renewal of Permit

Dogs

	Breed/Type	Colour	Sex	Desexed	Registration/Tag No.
1			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Cats

	Breed/Type	Colour	Sex	Desexed	Registration/Tag No.
1			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> Yes <input type="checkbox"/> No	

PLEASE NOTE: A Local Law permit may only be considered for a maximum of 5 dogs and/or cats to be kept on any one residential property. Planning approval may be required.

Location of animals	
Animals are kept for	<input type="checkbox"/> Pets - complete this form <input type="checkbox"/> Breeding/Rearing - a Planning Permit is required. DO NOT complete this form. Please contact the Duty Planner.
Are you the member of a Dog or Cat organisation?	<input type="checkbox"/> Yes <input type="checkbox"/> No Organisation name: _____ Membership no: _____
TOTAL FEE PAYABLE	
\$67.00	
RECEIPT NO.	

Signature of Applicant

I understand that the submitting of this application including any fee paid does not in itself give approval to keep these animals.

Signature	Date
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Note: Under Section 23 of the Community Amenity Local Law No. 2, it is an offence for a person making an application to give false information.

OFFICE USE ONLY	Permit Fee: \$67.00	Ledger No: CL.R58211374
<i>For new animal registrations in this application, write the tag number you are issuing. Registration/Tag No. must not be blank.</i>		
IM & RECEPTION STAMP		

Methods of Payment

Mail	Post the completed and signed application together with copies of any documentation required and cheque or money order payable to " Latrobe City Council " to: PO Box 264 Morwell VIC 3840.	
In Person	Bring the completed form and supporting documents with cash, cheque, EFTPOS or credit card to any of our following Service Centres and Libraries. (EFTPOS only at Morwell Library)	
	141 Commercial Road, Morwell	Monday – Friday 9.00am – 5:00pm
	34-38 Kay Street, Traralgon	Monday – Friday 8:30am – 5:15pm
	1-29 George Street, Moe	Monday – Friday 8:30am – 5:15pm
	9-11 Philip Parade, Churchill	Monday – Friday 8:30am – 5.15pm closed 12noon to 1pm
Saturdays	Saturday 9am – 12pm (Moe & Traralgon Service Centre & Libraries, Morwell Library)	

IMPORTANT INFORMATION FOR APPLICANTS

Please Note:

- A \$67.00 application fee applies and must be paid when submitting this application (fees increase 1 July every year).
- Permit is valid for the lifetime of the listed animals and is not transferable to any other person or property. A new permit application is required when there is a change of property or an increase in the animals attached to the permit.
- No application has effect until Council has given formal written approval.
- Local Laws staff may make contact to arrange a suitable time for your property and animals to be inspected.
- Your immediate neighbours may be contacted and advised of the application.
- Should any genuine complaints be received any permit issued can be cancelled or suspended at any time.

PRIVACY STATEMENT: The personal information requested on this form is primarily being collected by Latrobe City for the purpose of processing a permit application. This information will be used solely by Latrobe City for that purpose or directly related purposes. Latrobe City may disclose some of this information to relevant organisations or people (including property owners) if the nature of the activity for which the permit has been applied for requires consent by parties other than Council or has the potential to affect neighbourhood amenity. If sufficient information is not collected on the application, Latrobe City Council may not be able to effectively process the application and in most cases will refer the application back to the applicant for further details.

The applicant understands that the personal information provided is to assist in the processing of a permit application and that he or she may apply to Latrobe City Council for access to and/or amendment of the information. Requests for access and or correction should be made in writing addressed to the Privacy Officer, Latrobe City Council, PO Box 264, Morwell Vic 3840.