



**Owner Details**

First Name		Last Name		D.O.B		/	/
Postal Address						Post Code	
Address where animal is housed:						Post Code	
Home Phone		Work Phone		Mobile			
If you own more than 2 cats or 2 dogs you are required to apply for a keeping of animals permit at the time of registration.							

Pet Details	PET 1		PET 2	
<b>Pet Type</b>	<input type="checkbox"/> Dog	<input type="checkbox"/> Cat	<input type="checkbox"/> Dog	<input type="checkbox"/> Cat
<b>Breed</b>				
<b>Colour</b>				
<b>Name</b>				
<b>Microchip No. (proof required)</b>				
<b>Gender</b>	<input type="checkbox"/> Male	<input type="checkbox"/> Female	<input type="checkbox"/> Male	<input type="checkbox"/> Female
<b>Desexed (proof required)</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Age/Date of Birth</b>	DOB      or      Years      Mths		DOB      or      Years      Mths	
<b>Restricted Breed</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Declared Dangerous/Menacing</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Fee \$</b> <small>(refer to back of form)</small>	\$		\$	
<b>Tag No.</b> <small>(Office Use Only)</small>				

	PET 3		PET 4	
<b>Pet Type</b>	<input type="checkbox"/> Dog	<input type="checkbox"/> Cat	<input type="checkbox"/> Dog	<input type="checkbox"/> Cat
<b>Breed</b>				
<b>Colour</b>				
<b>Name</b>				
<b>Microchip No. (proof required)</b>				
<b>Gender</b>	<input type="checkbox"/> Male	<input type="checkbox"/> Female	<input type="checkbox"/> Male	<input type="checkbox"/> Female
<b>Desexed (proof required)</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Age/Date of Birth</b>	DOB      or      Years      Mths		DOB      or      Years      Mths	
<b>Restricted Breed</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Declared Dangerous/Menacing</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Fee \$</b> <small>(refer to back of form)</small>	\$		\$	
<b>Tag No.</b> <small>(Office Use Only)</small>				

<b>TOTAL FEE PAYABLE</b>	\$
<b>RECEIPT NO.</b>	

## Animal Owner's Declaration

I, the undersigned, make application for registration of the dog(s)/cat(s) described above and have provided proof of desexing and microchipping and declare the information to be true and correct and that I have read and understood the information provided to me on the attached "Important information for Dog and Cat Owners" sheet. I declare that any dog(s) identified in this application have been correctly indicated as to whether they are, or are not, of a restricted breed (See information sheet attached for restricted breeds).

Signature or confirm Declaration electronically	Date	NOTE: Section 10(3) of the Act states that the maximum penalty for not completing a declaration may receive an on the spot fine.
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Please tick if the owner is under 18 years of age. *For the purpose of the Domestic Animal Act 1994 where the owner of a dog or cat is under 18 years of age the parent or guardian of that person is deemed to be the owner and this application should be completed by the parent of guardian.*

## Annual Registration Fees (subject to increase 1 July each year)

**Microchipping** is mandatory for all cats and dogs in Victoria\*. **^Pensioners** who hold a valid Centrelink Pensioner Concession Card or Gold Card are eligible for a 50% discount on the applicable registration fee under the State Concessions Act 1986.

Cats	Fee	^Concession
Any cat which is *microchipped (must provide proof); <b>and</b> **desexed – (must provide veterinary certificate) <b>or</b> ***Has a current membership with an applicable organisation & pedigree (for desexing exemption)	\$51.00	\$25.50
Dogs	Fee	^Concession
*Microchipped Dog (not desexed)	\$143.00	\$71.50
Desexed Dog – Desexing Certificate required	\$51.00	\$25.50
Dog over 10 years old – vet letter or microchip certificate with date of birth	\$51.00	\$25.50
Working Dog – complete separate Application to Register Working Dog form	\$51.00	\$25.50
Dog kept for breeding at licensed premises	\$51.00	\$25.50
Dog registered with and owner a current member of applicable organisation	\$51.00	\$25.50
Declared menacing or dangerous dog Renewal of Restricted Breed Dog	\$233.00	<b>NO CONCESSION</b>
Assistance Dog – complete separate Application to Register Assistance Dog form	\$0.00	\$0.00
Guide Dog as defined in the Domestic Animals Act 1994	\$0.00	\$0.00

## Methods of Payment

<b>Mail</b>	Post the completed and signed application together with copies of supporting documents (see below) and cheque or money order payable to " <b>Latrobe City Council</b> " to: PO Box 264 Morwell VIC 3840.	
<b>In Person</b>	Bring the completed form and supporting documents with payment to any of our Service Centres or Libraries. Cash & cheques not accepted at Morwell Library.	
	141 Commercial Road, Morwell 34-38 Kay Street, Traralgon 1-29 George Street, Moe 63-65 Elgin St, Morwell Philip Parade, Churchill	Monday – Friday 9.00am – 5:00pm Monday – Friday 8:30am – 5.15pm Monday – Friday 8:30am – 5.15pm Monday – Friday 8:30am – 5.15pm Monday – Friday 8:30am – 5.15pm closed 12noon to 1pm  Saturday 9am – 12pm (Moe & Traralgon Service Centre & Libraries, Morwell Library)

**Proof of microchip must be one of the following:**

- Barcode sticker
- Certificate of Identification from microchipping agency
- Certificate of Microchip or letter stating microchip number on Vet letterhead
- Adoption or rescue agency proof of Microchip
- Microchip Identification check signed by Council Authorised Officer
- Registration certificate or renewal notice from previous municipality clearly stating microchip number

**Proof of Desexing/ Sterilisation must be one of the following:**

- Certificate of Desexing/Sterilisation or letter stating Desexing/Sterilisation on Vet letterhead
- Adoption or rescue agency proof of Desexing/Sterilisation
- Desexing/Sterilisation check signed by Council Authorised Officer
- Registration certificate or renewal notice from previous municipality clearly stating gender

**Proof for Approved Organisation discount:**

- Proof of current membership of the Approved Organisation
- Pedigree Papers for cat or dog, or proof cat or dog is also registered with the Approved Organisation

**PRIVACY COLLECTION NOTICE**

The personal information requested on this form is being collected by Council for the administration and enforcement of animal control in accordance with Sections 10 & 18 of the Domestic Animals Act 1994. The personal information will be used by Council and its Contractors for that primary purpose or directly related purposes and may be disclosed as required to by law. For further information on privacy, please consult Council's [Citizens Confidentiality and Privacy Policy](#).

**OFFICE USE ONLY**

ID Provided

Form is legible

Is this animal registration  New  Transfer (please attach proof of current registration from transferring Council)

Pension No. (or Veteran Gold Card)

Applicable Organisation No:

**HAVE YOU ATTACHED COPIES FOR EACH ANIMAL:**

Proof of microchipping (mandatory)

Proof of desexing (Mandatory for cats)

Current registration from transferring Shire   
(If applicable. If current must be microchipped, does not have to be desexed)

**If animal is not desexed (all mandatory):-**

Owner Membership card of current animal organisation (see next page for organisations – record number above)

AND Certificate of Pedigree

or

Dog over 10 years proof of age

or

Working Dog – complete Working Dog Registration form

or

Domestic Animal Business – complete business's own registration form



**Latrobe City**  
*a new energy*

Ph: 1300 367 700

## First Time Application to Register Dog or Cat

Registration valid 10 April 2025 to 9 April 2026

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## IMPORTANT INFORMATION FOR DOG AND CAT OWNERS (Please detach and retain for your records)

### Microchip

From 10 April 2009 microchipping became compulsory for all dogs and cats in Latrobe City.

### Cat Curfew

Council Standing Order effective 18 September 2017 requires all cat owners to keep their cats securely confined to the property and not allow the cat to wander at large outside the premises between the hours of 09:00 pm to 06:00 am, seven days a week.

### Desexing of Cats and Dogs

Council Standing Order effective 18 September 2017 requires all cats being registered for the first time in Latrobe City to be desexed. A full registration fee will be charged for Dogs not desexed.

However State Legislation allows for the following exemptions:-

- A dog/cat that is owned by a person who is a current member of an applicable organisation and the animal is registered with that organisation (i.e. proof of animal's pedigree and owners membership both required – see below for applicable organisations).
- A dog/cat that is the subject of written veterinary advice that the health of the dog or cat is liable to be significantly prejudiced if desexed.
- Dog over 10 years old - provide a vet letter or microchip certificate with date of birth.
- Working Dog – complete separate Working Dog application for registration form.
- A dog or cat that is owned by a person or body that conducts a domestic animal business under which dogs or cats are bred and the dog or cat is used for breeding purposes in connection with that business and is registered as such with Latrobe City.

\*\*\*Applicable organisations are as follows:-

- Dogs Victoria
- Master Dog Breeders & Associates
- Game Management Authority
- Responsible Pet Breeders Australia
- Australian National Cats Inc
- Feline Control Council (Victoria) Inc
- The Governing Council of the Cat Fancy Australia and Victoria Inc

A State Government Levy of \$4.51 for each dog and cat registration is used to fund animal welfare and responsible pet ownership policy, legislation, research and education activities.

### Payment of Fees

The prescribed fee must be paid by 10 April each year. Fees subject to change 1 July each year.

### Excess Animal Permits

Permits must be obtained to keep more than 2 dogs or more than 2 cats per residential premises.

### Registration

Every dog and cat over the age of three months must be registered. Failure to apply to register may incur an infringement notice.

### Release of Impounded Animals

Pound release fees will be charged for any animals impounded. Animals will be kept for 8 days. Further infringement notices may apply.

### Wearing of Registration Tags

Registered animals are required to wear their registration tag at all times. The owner of any animal found outside the owner's premises without a registration tag is liable for a fine. A registration tag is issued at time of first registration and becomes valid each year upon payment of the annual renewal fee.

Lost or damaged tags can be replaced at no charge.

### Wandering Dogs/Cats

An owner of a dog or cat found at large or not securely confined to their owners premises may incur an infringement notice.

### Change of Details

If your details change, please advise Council as soon as possible so that your animal records can be updated. You will also need to advise the company that holds your animal's microchip details.

### Restricted Breed Dogs

The State Government has made significant amendments to the Domestic Animal Act 1994 in relation to the keeping of "Restricted Breed dogs".

A "Restricted Breed dog" means a dog of breed whose importation into Australia is prohibited under the Customs (Prohibited Imports) Regulations 1956 of the Commonwealth. These breeds currently are:

1. Dog Argentino
2. Fila Brasileiro
3. Japanese Tosa
4. American Pit Bull Terrier or Pit Bull Terrier
5. Perro de Presa Canario or Presa Canari

## What happens if I do not register my pet?

Failure to register may incur the following fines. If the owner is a minor the owner's parent or guardian is responsible for the dog/cat.

### Other infringements under the Domestic Animals Act (1994) Infringements may apply

Nature of infringement	Penalty
Registered cat or dog not wearing council identification marker	\$99
Unregistered dog or cat wearing council identification marker	\$99
Person removing, altering or defacing identification marker	\$99
Dog or cat on private property after notice served	\$99
Cat at large or not securely confined in restrictive district	\$99
Dog or cat creating a nuisance	\$99
Dog or cat in a prohibited place	\$198
Greyhound not adequately muzzled or not controlled by chain, cord or leash	\$296
Not complying with notice to abate nuisance	\$296
Dog at large or not securely confined at daytime	\$296
Dog at large or not securely confined at night	\$395
Failure to apply to register a dog or cat	\$395