



# Application to register a dog(s)

pursuant to the Dog Control Act 1996 for the year  
1 July 2024 to 30 June 2025



**Don't wait in line, you can now pay online**

by Credit or Debit Card (Visa / Mastercard)

[www.wdc.govt.nz/PayIt](http://www.wdc.govt.nz/PayIt)

[www.wdc.govt.nz/Dogs](http://www.wdc.govt.nz/Dogs)

[mailroom@wdc.govt.nz](mailto:mailroom@wdc.govt.nz)

Ph: (09) 430 4200 | GST #: 52-008-506

**PLEASE NOTE: All fields MUST be completed. If a form is incomplete, your registration may not proceed.**

**Owner's full name:** \_\_\_\_\_

*You must include the owner's first, middle and last name. If you are under 16 years old, you must register the dog under your parent's or guardian's name.*

*If the dog(s) are registered to a company or partnership, one person must be shown as being responsible for the dog (please name below):*

**Address:** \_\_\_\_\_

**Home phone:** \_\_\_\_\_ **Business:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_

**Address (where the dog lives):** \_\_\_\_\_

**Owner's date of birth:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

Receipt No: \_\_\_\_\_ Name ID: \_\_\_\_\_ Property ID: \_\_\_\_\_ Notice ID: \_\_\_\_\_

	Dog 1	Dog 2	Dog 3	Dog 4	Dog 5
<b>WDC ID</b>					
<b>Dog name</b>					
<b>Primary colour</b>					
<b>Secondary colour</b>					
<b>Primary breed</b>					
<b>Secondary breed</b>					
<b>Sex</b>	<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> M <input type="checkbox"/> F
<b>Desexed</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Age (yrs)</b>					
<b>Microchip #</b>	The microchip number must be 15 digits and can be found on the dog's veterinary record.				
<b>Dog class</b>					
<b>Dog fee</b>					
<b>New tag #</b>					

**\*TOTAL fees:** (GST included) \_\_\_\_\_

**\*Full fees apply on or after 1 August 2024** – see reverse for details. Conditional Tax Invoice – this becomes a Tax Invoice when paid.

The particulars shown on this form are true and correct.

\_\_\_\_\_  
Signed by the owner

\_\_\_\_\_  
Date

## Payment methods

If paying online or by internet banking, we will post your registration tag(s) to you. **Part payments are not accepted and your dog will not be registered.**

**Online** by credit or debit card. Visa and Mastercard accepted: [www.wdc.govt.nz/PayIt](http://www.wdc.govt.nz/PayIt)

**Internet banking:** Account: 12 - 3115 - 0040516 – 02. To appear on WDC statement: 'DogReg', Animal ID, Owner Surname

**By phone:** (09) 430 4200. Visa and Mastercard accepted.

**In person:** you can pay at one of our Customer Service Centres: Te Iwitahi, 9 Rust Avenue, Whangārei or Ruakākā Service Centre, 9 Takutai Place, Ruakākā.



Dog Registration fees are due by **31 July 2024**

Dog Class	Explanation of Dog Class	Discount fee ('early bird') if paid on or before 31 July 2024	Fee for registration on or after 1 August 2024
Pet (P)	Standard Owner	\$117.00	\$176.00
Desexed Pet (P)	Standard Owner	\$102.00	\$153.00
Working Dog (W)	Dogs kept principally for the herding of stock, Police dog or other Government Agency dog	\$78.00	\$117.00
Disability Assist Dog (D)	A dog certified by an organisation listed in Schedule 5 of the Dog Control Act 1996	No Fee	No Fee

### Registration

All dog owners with dogs ordinarily kept in the Whangārei District must register their dogs with Whangareai District Council. All dogs must be registered before they reach the age of 12 weeks. If you are found to have an unregistered dog at any time you may be liable for a \$300 infringement. It is an offence to keep an unregistered dog that is older than 12 weeks of age. If any dog is first required to be registered after 1 August in any registration year, the fee shall be 1/12th of the annual fee for each month remaining in the registration year after the date of such registration.

### Discounted fees for desexed dog

Owners wishing to claim a reduced fee for dogs neutered in the last 12 months must produce a certificate from a veterinarian at the time the dog is registered certifying that the dog has been neutered. If the dog has been registered the reduced fee won't apply till the following registration year.

### Change of ownership

On change of ownership of any registered dog, both the previous owner and the new owner must, within 14 days, give written notice to Whangareai District Council of the change of ownership and the residential address of the new owner and the address at which the dog will be kept. It is an offence not to comply with this requirement.

If the owner's address is changed within the District, the owner must, within 14 days, give written notice of the change to Whangareai District Council.

### Refund of fees if dog dies

If your dog passes away, you need to notify us in writing or visit our Customer Service Centres (9 Rust Avenue or Ruakākā), and specifically request a refund. It is important that you do this as soon as possible, as the refunds are calculated on the number of full months left in the registration year, from the date we receive your written notification. The written request for a refund needs to be accompanied by either:

- a signed declaration form attesting that the dog has passed away.
- a certificate or an invoice from a Veterinary Clinic confirming that the dog has passed away.

You will also need to provide proof of your bank account as all refunds are made to the owner's bank account.

Refunds are not available if your dog changes ownership or you sign your dog over to animal management.

### Impounding dogs

If any dog over the age of 12 weeks is found not wearing a collar with a current registration label on land or premises other than its owner's land or premises, or in any public place, the dog may be seized and impounded. The owner of a dog must keep the dog under control at all times and, when in a public place with the dog, must use or carry a leash at all times.

### Microchipping

Any dog that is registered for the first time on or after 1 July 2006 must have a microchip transponder implanted. If your dog is found not complying with this, you may be liable for a \$300 fine. Microchipping is a once-only process; it is painless to the dog and takes only about two minutes to complete. If your dog is lost and taken to a Dog Control Officer anywhere within New Zealand he/she is able to identify the dog and then immediately contact you.

### Note

If you have had your dog microchipped by a vet, ensure that the vet gives the details of the microchip number and then send the details to Animal Management, Whangareai District Council, Private Bag 9023; Te Mai, Whangārei 0143 or email [mailroom@wdc.govt.nz](mailto:mailroom@wdc.govt.nz)

### Summary

As a dog owner it is your responsibility to:

- ensure your dog is registered and microchipped
- provide your dog with exercise, shelter, food, and clean water
- keep your dog under control at all times, and always have your dog on leash in public places (except for designated dog exercise areas)
- always supervise your dog around young children and / or strangers.

**Be aware that in general, a Council must disqualify a person from being an owner of a dog if the person commits 3 or more infringement offences (not relating to a single incident or occasion) within a continuous period of 24 months.**

**You must also comply with Council's Dog Management Bylaw which can be found on our website [www.wdc.govt.nz/Bylaws](http://www.wdc.govt.nz/Bylaws)**