

East Gippsland Shire Council

273 Main Street (PO Box 1618)
Bairnsdale VIC 3875
Website www.eastgippsland.vic.gov.au
Email feedback@egipps.vic.gov.au
Follow us on Twitter @egsc



Telephone: (03) 5153 9500
Fax: (03) 5153 9576
National Relay Service : 133 677
ABN: 81 957 967 765

New Animal Registration Form

Cats and Dogs

There are some hard words in this form. The hard words are in blue. You can read what the words mean on page 3. Fill in this form if you have a new dog or cat. All dogs and cats must have a **microchip** and must be registered at 3 months of age. **You will need to supply proof the animal has a microchip and has been sterilised, if applicable (e.g. certificate from the vet).**

This form has an annual fee. This must be paid by April 10 each year.

Fill in your details

Name:			
Postal address:			
Address where the dog or cat lives:			
Phone number:	Home:	Work:	Mobile:
Email:			
Do you have a Pension Card? <input type="checkbox"/> Yes <input type="checkbox"/> No (Attach a copy)			
Dog or Cat's details	Animal 1	Animal 2	
Animal type	<input type="checkbox"/> Dog <input type="checkbox"/> Cat	<input type="checkbox"/> Dog <input type="checkbox"/> Cat	
Animal name			
Breed			
Colour			
Age			
Microchip number (Attach a copy of certificate or sticker)			
Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Male <input type="checkbox"/> Female	
Sterilised (Attach a copy of certificate or sticker)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Declaration for owners

I declare that all information contained in this application is true and correct and I make it on the understanding that a person supplying false information is liable to prosecution under the *Domestic Animals Act 1994*

I declare that the dog(s) on this application have been correctly identified as to whether they are, or are not, a restricted breed. Restricted breeds are as follows: American Pit Bull Terrier (or Pit Bull Terrier), Fila Brasileiro, Dogo Argentino, Japanese Tosa or Perro de Presa Canario.

Name: _____ Signature _____ Date: ____/____/____

Registration tags will be issued over the counter when payment is made, or posted for payments made by mail or over the phone.

Office Use Only		
Receipt Date ____/____/____	Receipt Number _____	Initials _____
Animal Reference Number: _____	Tag Number _____	Total Paid _____
Animal Reference Number: _____	Tag Number _____	Total Paid _____

Privacy Statement

The East Gippsland Shire Council asks for details about you to collect rates, approve permits and licences, and run a range of community services. The information you give to us on this form is used only for the reasons set out in the form and is not given to anybody else. Sometimes we may supply details about you to someone else, but only if we are allowed by law, or to protect someone or property.

When information is given out, Council will always try to make sure your privacy is protected in line with the *Privacy and Data Protection Act 2014*. You may ask for more information about Council's Privacy Policy by contacting our Information Privacy Officer on 03 5153 9500 or e-mail feedback@egipps.vic.gov.au

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Fees and categories of dogs and cats

Category 1	Category 2	Category 3
Maximum Fee	Standard Fee	Special Fee – Microchipped and Sterilised
<ul style="list-style-type: none"> • Dangerous dogs* • Menacing dogs* • Restricted breed* • Microchipped (new animal registrations only after 10/4/2013) • Unknown <p>**PLEASE NOTE – NO PENSION DISCOUNT AVAILABLE FOR DANGEROUS DOGS, MENANCING DOGS AND RESTRICTED DOGS**</p>	<ul style="list-style-type: none"> • Sterilised or • Obedience training with a recognised organisation (as noted below) <ul style="list-style-type: none"> ▪ Australian Association of Professional Dog Trainers Inc ▪ The Kintala Dog Club Association Inc ▪ Dogs Victoria ▪ Four Paws K9 Training or • Over 10 years of age or • Kept for breeding by the proprietor of a Domestic Animal Business conducted on registered premises or • Game Management Authority dogs - permanently identified in the prescribed manner (microchipped) 	<ul style="list-style-type: none"> • Sterilised and Microchipped; or • Working dog – (Livestock) stat dec required if not microchipped or • Dogs* and Owner registered with an Applicable Organisation inc. Pedigree Certificate: <ul style="list-style-type: none"> ○ Dogs Victoria (Trading as Victoria Canine Association) ○ Master Dog Breeders & Associates • Cats* and Owner registered with an Applicable Organisation inc. Pedigree Certificate: <ul style="list-style-type: none"> ○ Australian National Cats Inc ○ Feline Control Council (Victoria) Inc ○ The Governing Council of the Cat Fancy Australia and Victoria <p>**PLEASE NOTE A PEDIGREE CERTIFICATE IS REQUIRED</p>
Full Fee: \$191.00	Full Fee: \$64.00	Full Fee: \$34.50
Pension Fee: \$95.00	Pension Fee: \$32.50	Pension Fee: \$17.50
Tag Cost - \$6.00		

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Please fill in this next section **if** your dog or cat

- has been **sterilised** and you do not have a certificate or
- **if** you have a **working dog** and the dog works on your farm every week

You **must** sign in front of an **approved person**.

An approved person that can witness a Statutory Declaration can be a Justice of the Peace, or Police Officer above rank of Sergeant: Oaths and Affirmations Act 2018.

Statutory Declaration

I,
Name _____

Of, Home
Address _____

In the State of Victoria, agree that:

- My dog or cat has been **sterilised** ☐ (Please tick)
- This information is true
- My dog is a **working dog** ☐ (Please tick)
- I can give more information to Council

Signature: _____

Witness (**Approved Person**) Name: _____

Witness (**Approved Person**) Signature: _____

Qualification of
Witness: _____

Date: ____/____/____

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Hard Words

Microchip: An electronic device that is capable of being permanently implanted in an animal of a prescribed class of animal and that is designed to record information in a manner that can be electronically retrieved.

Dangerous Dog: A dog which has been declared to be dangerous by a Council under Part 3 of the Domestic Animals Act or a dog which by virtue of the operation of section 34A of the Domestic Animals Act is a dangerous dog.

Menacing Dog: A dog which has been declared to be a menacing dog by a Council under Part 3 of the Domestic Animals Act.

Sterilised: A dog or cat that has had a surgical procedure to remove all or part of the reproductive organs to prevent it breeding.

Working Dog: Dogs kept for working stock. Dog must be kept solely for the purpose of working cattle, sheep, alpacas or goats.

VCA: Victorian Canine Association operating as Dogs Victoria.

Approved Person: A Statutory Declaration can be witnessed by a Justice of the Peace or Police Officer above the rank of Sergeant: Oaths and Affirmations Act 2018.

Restricted Breeds: Pit Bull Terrier, American Pit Bull Terrier, Fila Brasileiro, Dogo Argentino and Japanese Tosa

Applicable Organisation: Australian National Cats Inc, Cats Victoria Inc, Dogs Victoria, Feline Control Council (VIC) Inc. and The Governing Council of the Cat Fancy Australia Inc.

Statutory Declaration: A statutory Declaration is sometimes called a 'stat dec'. A Statutory Declaration is a legal document and means you are telling the truth.

Submitting your Application:

Mail	Post the signed, completed form together with any applicable fees or copies of any documentation to; PO Box 1618 BAIRNSDALE VIC 3875.	
Electronic	Fax to 03 5153 9576 Email to feedback@egipps.vic.gov.au	
In Person	Bring the completed form and supporting documents to any of the following locations;	
	Service Centre Opening Hours: 9.00am to 5:00pm. Monday to Friday.	Bairnsdale Corporate Centre: 273 Main Street. Lakes Entrance Service Centre: 18 Mechanics Street. Omeo Service Centre: 179 Day Avenue. Orbost Service Centre: 1 Ruskin Street. Paynesville Service Centre: 55 The Esplanade.
	Mallacoota Service Centre Opening Hours: Monday and Tuesday 10.00am to 2.00pm Wednesday, Thursday, Friday 2.00pm to 5.00pm	Mallacoota Service Centre: 70 Maurice Avenue

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