



New Animal Registration / Transfer

For year ending 10 April 2027

First Name: _____ Surname: _____

Address: _____ Postcode: _____

Postal Address (if different from above): _____

Email address: _____

Telephone/Mobile: _____ Work Number: _____

Owner's DOB (must be 18 or over): _____ / _____ / _____

Pension Concession Card Type: _____ Concession No.: _____ Expiry Date: _____

Approved Organisation: _____ Membership No.: _____ Expiry Date: _____

Lifetime Tag in Use

	Animal 1	Animal 2
Animal Number	<i>Office Use Only</i>	
Tag Number	<i>Office Use Only</i>	
Registration Type	<input type="checkbox"/> New Registration <input type="checkbox"/> Transfer	<input type="checkbox"/> New Registration <input type="checkbox"/> Transfer
Animal Type	<input type="checkbox"/> Dog <input type="checkbox"/> Cat	<input type="checkbox"/> Dog <input type="checkbox"/> Cat
Animal Name		
Microchip No. (FDX-B 15 digits)		
Date of Birth		
Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Male <input type="checkbox"/> Female
Sterilised (Cats must be sterilised)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Breed		
Colour/s		
Animal kept at address, if different from above:		
Amount Due	\$	\$
Fee Codes	<i>Office Use Only</i>	
Receipt Number		Total Amount \$
Authorised		PRN

Declaration – To be completed by animal owner

I, the undersigned, make an application for Registration of the animal/s described above and declare the information above to be true and correct. I also declare that my dog/s is NOT a restricted breed as follows: American Pit Bull Terrier (or Pit Bull Terrier), Fila Brasileiros, Perro De Presa Canarios (or Presa Canario), Dogo Argentinos or Japanese Tosa.

I acknowledge that providing any false or misleading information is an offence under the Domestic Animals Act 1994.

Print Name _____ Signature _____ Date _____

Registration for the animals listed above expires on the 10 April 2027

New registrations can be paid: Online: melton.vic.gov.au

By Post: PO Box 21, Melton 3337
Cheque or Money Order payable to Melton City Council.

In Person: Pay by cash, cheque or EFTPOS at the Council
Offices listed below.

Please ensure that you keep your animal registration contact details up to date with Council and the relevant microchip registry.

Cat and dog registration tags must be worn when off the owner's property.

Melton Civic Centre
232 High Street
Melton Vic 3337

Caroline Springs Library and Learning Hub
193 Caroline Springs Blvd
Caroline Springs Vic 3023

Melton Library and Learning Hub
31 McKenzie Street
Melton Vic 3337

Phone: 9747 7200

IMPORTANT INFORMATION

Registering your Animal for the First Time

A cat being registered for the first time within our municipality must be sterilised. All cats and dogs being registered with a Victorian Local Council for the first time must be microchipped before registration.

Transfer of Registration

Proof of **current** registration with another Victorian Council, and in the same owner name, must be provided to be eligible for the no-fee transfer.

Animal Registration Fees		
Description	Dogs	Cats
Unsterilised	\$171.00	
Sterilised	\$57.00	\$41.50
Working – Livestock – Unsterilised (conditions apply)	\$57.00	
Working – Livestock – Sterilised (conditions apply)	\$57.00	
Over 10 years old – (proof required)	\$57.00	\$41.50
Obedience Trained with an approved organisation (conditions apply)	\$57.00	
Membership and approved organisation registered dog/cat. (conditions apply)	\$57.00	\$41.50
Guide Dog, Assistance Dog, Federal/State Government Dog (proof required)	\$0.00	
Greyhound – Registered with Greyhound Racing Victoria (GRV) (conditions apply)	\$0.00	
Kept for breeding by Domestic Animal Business	\$57.00	\$41.50
Declared Dangerous Dog (no concession fee applies)	\$311.80	
Declared Restricted Breed (no concession fee applies)	\$311.80	
Declared Menacing Dog (no concession fee applies)	\$311.80	
Guard Dog Non-Residential Premises - Dangerous Dog (no concession fee applies)	\$191.80	

Concession Card Holders are entitled to a 50% reduction of full fee (Unless otherwise stated in the fee table)

To be eligible for concession fees you must be the card holder of a Services Australia or Department of Veterans' Affairs (DVA) Pension Concession Card, DVA Gold-War Widow or DVA Gold-TPI card.

Kept for breeding by Domestic Animal Business

You may be required to register with Council as a Domestic Animal Business if you are breeding 3 or more fertile female dogs or cats. A copy of your Domestic Animal Business certificate will need to be provided when registering your animals. For further clarification please refer to the Domestic Animals Act 1994.

Working Dogs

Working dog means a dog used principally for-

- Droving, tending or working stock

To be eligible for the reduced fee proof or a statutory declaration will need to be provided.

State Government Levy

The State Government Levy of **\$9.00** included in each animal registration is primarily used to fund responsible pet ownership educational programs.

Dangerous and Menacing Dogs

A dangerous or menacing dog is a dog which has been declared by Council, in accordance with Domestic Animal Act 1994. Declared dangerous or menacing dogs, and dogs kept for the purpose of guarding non-residential premises or have been trained to attack or bite when attacked, **MUST** be registered accordingly.

Membership and Approved Organisations

If an owner is a current member of one of the applicable organisations listed below, with which the animal is also registered, a reduced registration fee applies.

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

To be eligible for the reduced fee, the owner must provide proof of membership, as well as the applicable organisation's registration certificate for the animal being registered. **Refer to Animal Welfare Victoria website for up-to-date list**

Approved Obedience Training Organisations

The following organisations have been approved by the Minister for Agriculture as *Approved Obedience Training Organisations*;

- Australian Association of Professional Dog Trainers Inc
- The Kintala Dog Club Association Inc.
- Delta Institute

To be eligible for the obedience trained reduced fee the animal must successfully complete an obedience training program with one of the above listed organisations or approved affiliates. **Animal Welfare Victoria Dog Obedience Certificate must be provided. Refer to Animal Welfare Victoria website for up-to-date list**

Greyhounds

Greyhounds registered with GRV (Greyhound Racing Victoria) with current status 'Racing' or 'Breeding' are exempt from registration with the exception of GAP (Greyhound Adoption Program) greyhounds.

Standard Fees apply:

1. Greyhound is no longer Racing or Breeding
2. Under Greyhound Adoption Program (GAP)

Restricted Breed Dogs

The Domestic Animals Act 1994 requires specific controls for the keeping of restricted breed dogs. The Victorian Government legislation restricts the following breeds:

American Pit Bull Terrier/Pit Bull Terrier), Fila Brasileiro, Perro de Presa Canario/Presario Canario, Dogo Argentino or Japanese Tosa

Failure to declare the breed of your dog, if it is one of the restricted breeds above, may cause you to be liable to a fine under the Domestic Animals Act 1994, or prosecution in the Magistrates Court.

All dogs/cats aged three months or over **MUST BE REGISTERED** at all times.

Control of Dogs

The owner of any dog must keep the dog under effective control by means of a chain, cord or leash held by the owner and attached to the dog while the dog is in a reserve or public place in accordance with the Domestic Animals Act 1994.

Excess Animal Permit

Contact Council if you intend to have more than 2 dogs and/or 2 cats per property. A Local Laws permit may be required.

Responsible Cat Ownership

All cats must be secured to owner's property to prevent from escaping and creating a nuisance.

Domestic Animal Pound Information (Dogs and Cats)

- Animals must be registered prior to being released.
- Fines will be issued for unregistered animals and animals at large.
- Pound daily and release fees apply.

Location: 90-92 High Street, Melton via High Street Service Road, past the SES Building. Opening times are 9am - 4.30pm, 7 days a week. Closed public holidays.

Privacy - The personal information requested on this form is being collected by the Melton City Council ("**Council**") for the purpose of registering your dog/cat, and also to be included on the public register administered by Council under the Domestic Animals Act 1994 (Vic) ("**the Act**"). Section 10 of the Act, requires you to provide all necessary information regarding your dog/cat, and failure to do so may incur a penalty. The information is used by Melton City Council for the administration and enforcement of the Act. You may apply to Council for access and/or amendment of the information. Your personal information will not be disclosed to any external party without your consent, unless required or authorised by law. You may contact Council's Animal Management Team by email on Animals@melton.vic.gov.au for more information.