



# New Animal Registration / Transfer

For year ending 10 April 2024

First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Address: \_\_\_\_\_ Postcode: \_\_\_\_\_

Telephone No/Mobile: \_\_\_\_\_ Work: \_\_\_\_\_ Email: \_\_\_\_\_

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

Pension Concession Card Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Approved Organisation Membership Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

## Lifetime Tag in Use

	Animal 1	Animal 2
Animal Number		
Tag Number		
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.		
Date of Birth		
Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Male <input type="checkbox"/> Female
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 animals 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 2024

New registrations can be paid: Online: [melton.vic.gov.au](http://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 organisation.

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. It is compulsory for all animals being registered for the first time to be microchipped.

### 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 (cats – exemption for sterilisation required)	\$156.00	\$114.00
Sterilised	\$52.00	\$38.00
Working Dog – Livestock – Unsterilised (conditions apply)	\$52.50	
Working Dog – Livestock – Sterilised (conditions apply)	\$52.50	
Over 10 years old – (proof required)	\$52.50	\$37.50
Obedience Trained with an approved organisation (conditions apply)	\$52.50	
Membership and approved organisation registered dog/cat. (conditions apply)	\$52.50	\$37.50
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	\$52.50	\$38.00
Declared Dangerous Dog ( <b>no concession fee applies</b> )	\$290.00	
Declared Restricted Breed ( <b>no concession fee applies</b> )	\$290.00	
Declared Menacing Dog ( <b>no concession fee applies</b> )	\$290.00	
Guard Dog Non-Residential Premises - Dangerous Dog ( <b>no concession fee applies</b> )	\$178.00	

### 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 Pension Concession Card, War Widow Entitlements Card or a TPI Entitlements Card. Holders of a Health Care Card are not entitled to concession fees.

### 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 \$4.16 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.

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

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.

### Approved Obedience Training Organisations

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

- Dogs Victoria
- Australian Association of Professional Dog Trainers Inc
- Kintala Dog Club Association Inc. (Formerly the Gentle Dog Trainers Association
- Four Paws K9 Training

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. A certificate of successful completion provided by a trainer approved by one of the above organisations must be provided.

### Greyhounds

Greyhounds registered with GRV (Greyhound Racing Victoria) are exempt from registration fees and compulsory microchipping, with the exception of GAP (Greyhound Adoption Program) greyhounds.

Proof of GRV registration must be provided.

Standard fees apply if your Greyhound is not registered with GRV or is a GAP Greyhound.

### 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 (or Pit Bull Terrier), Fila Brasileiros, Perro De Presa Canarios (or Presa Canario), Dogo Argentinos 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.**

#### 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.

#### 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.

#### 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.

The Animal Pound is located at the rear of 90-92 High Street, Melton 3337. Opening times are Monday to Friday 9:30 to 11:00am and 3:00 to 4:30pm, Saturday and Sunday, 9:30 to 10:30am.

**Closed public holidays.**