

# 2024/25 New Animal Registration

Domestic Animals Act 1994

## What you need to do for your application



### Complete the form

Make sure all sections are complete and you have supplied all supporting documents.



### Make a payment

Please supply your credit card details or include a cheque for payment of this application

### Fees Apply

Fees listed on page 2.

All new animal registrations must be microchipped.

All dogs and cats at 3 months of age must be registered.

### Office Use Only

Receipt No.

Officer

**Proof of sterilisation**

Certificate Witnessed

Animal Witnessed

## Collection of Information

Colac Otway Shire is committed to protecting your privacy. The personal information requested on this form is being collected by Colac Otway Shire for the purpose of the enforcement and administration of animal control in accordance with Sections 10 & 18 of the *Domestic Animals Act 1994* and other related purposes. The personal information will also be disclosed to Council and its Contractors for that primary purpose or directly related purposes. It will not be disclosed to any other external party without your consent, unless required or authorised by law. If the personal information is not collected, then your animal cannot be registered. If you wish to alter any of the personal information you have supplied to Colac Otway Shire, please contact Council via telephone on 5232 9400 or email [inquiry@colacotway.vic.gov.au](mailto:inquiry@colacotway.vic.gov.au). Council's Privacy Policy is available from our website: [colacotway.vic.gov.au/Council-the-shire/Council-policies](http://colacotway.vic.gov.au/Council-the-shire/Council-policies) and all Council Customer Service Centres.

**All animals must be microchipped before registration can be accepted.**

## Your Details

Full name of owner

Best phone number to contact you on

Address where animal/s are kept

Residential or postal address (if different from above)

Email

Centrelink/Dept. of Veteran Affairs Pension Card

**Concession eligibility** - To be eligible for a concession you must hold either a Centrelink Pension Card or Department of Veteran Affairs Pension Card. If you are eligible to claim a concession please present your current pension card with this application form.

## Animals Registration Information

### Pet 1

Animal (Office Use)

Tag (Office Use)

Dog  Cat



Name

Age or date of birth

Sex

Male  Female

Desexed - proof required

YES  NO

Microchip number (15 digits)

Breed

Colour

### Pet 2

Animal (Office Use)

Tag (Office Use)

Dog  Cat



Name

Age or date of birth

Sex

Male  Female

Desexed - proof required

YES  NO

Microchip number (15 digits)

Breed

Colour

# 2024/25 New Animal Registration

## Animals Registration Information

**Pet 3**

Dog  Cat

Animal (Office Use)

Tag (Office Use)

Name

Age or date of birth

Sex  Male  Female

Desexed - proof required  YES  NO

Microchip number (15 digits)

Breed

Colour

**Pet 4**

Dog  Cat

Animal (Office Use)

Tag (Office Use)

Name

Age or date of birth

Sex  Male  Female

Desexed - proof required  YES  NO

Microchip number (15 digits)

Breed

Colour

## Important Information

### Certificate of Registration

Once your registration fee is paid this notice will be deemed to be your Certificate of Registration. Your animal tag is not valid until payment is made.

Tags issued are lifetime tags. Replacement registration tags are available from Council customer service centres. A fee of \$2.00 is payable.

### Sterilised dogs and cats

A Certificate of Sterilisation from the Veterinary Surgeon is to be presented with this application. If the Certificate is unavailable, the animal(s) must be inspected by an Authorised Officer at our service centres.

\*As at 11 April 2013 under the Domestic Animals Act 1994 an owner registering a dog or cat for the first time will not be entitled to the reduced fee for microchipping alone but there are other categories for reduced fees. See information below.

### Penalties apply for:

- Failure to apply to register a dog or cat.
- Dog or cat found wandering at large during daytime/night-time.
- Your dog and cat must wear the registration tag provided at all times, to ensure the ownership of the animal can be quickly traced.
- The owner of any dog which RUSHES AT, ATTACKS, CHASES ANY PERSON OR ATTACKS ANOTHER ANIMAL CAUSING INJURY.
- Your dog or cat must not cause a nuisance.

### State Government Levy

The State Government Levy of \$4.39 for dog registration and \$4.39 for cat registration is primarily used to fund responsible pet ownership educational programs.

2024/25 Fees - DOGS	Full Fee	Pensioner
Microchipped*	\$145.00	\$72.50
Microchipped and desexed	\$32.00	\$16.00
10 years of age or over	\$47.00	\$23.50
Dogs kept for breeding by the proprietor of a registered domestic animal business conducted on registered premises	\$47.00	\$23.50
Dogs registered with an applicable organisation, if the owners are members of the applicable organisation with which the dogs are registered (proof required)	\$47.00	\$23.50
Dogs that have undergone obedience training which complies with the regulations	\$47.00	\$23.50
Kept for working stock (rural)	\$32.00	\$16.00.
Declared dangerous and menacing dog	\$160.00	—

2024/25 Fees - CATS	Full Fee	Pensioner
Microchipped*	\$125.00	\$62.50
Microchipped and desexed	\$23.00	\$11.50
10 years of age or over	\$47.00	\$23.50
Cats kept for breeding by the proprietor of a registered domestic animal business conducted on registered premises	\$47.00	\$23.50
Cats registered with an applicable organisation, if the owners are members of the applicable organisation with which the cats are registered (proof required)	\$47.00	\$23.50

## Acknowledgement

I declare that the dog(s) identified in this application have been correctly indicated as to whether they are, or are not, of a restricted breed. Restricted breeds are as follows: a Pit Bull Terrier, American Pit Bull Terrier, Fila Brasileiro, Dogo Argentino, Japanese Tosa or Perro De Presa Canario. American Staffordshire Terrier must have the required breed papers to enable registration.

I declare that, to the best of my knowledge and belief, all the above information is true and correct.

Registration is not valid unless signature of owner appears above for the purpose of the Domestic Animal Act 1994. 'Owner' where the owner is a minor means a parent or guardian of the minor. An owner must be 18 years or over.

Signature of owner

Date

Return your completed forms by post: PO Box 283, Colac, 3250, email: [inq@colacotway.vic.gov.au](mailto:inq@colacotway.vic.gov.au) or call into one of our service centres.

Colac Shire Offices, 2-6 Rae St, Colac | GORVIC 100 Great Ocean Rd, Apollo Bay

# Payment by credit card

## What you need to do for your application



### Complete the form

Make sure all sections are complete and you have supplied all supporting documents.



### Submit payment

**Please attach this to the FRONT of your application/documents**

This form will be destroyed upon completion of the payment process

Office Use Only	
Application No	
<input type="text"/>	
Amount	Receipt Type
\$ <input type="text"/>	<input type="text"/>
Receipt No	Date
<input type="text"/>	<input type="text"/>
<b>DO NOT SCAN - TO BE DESTROYED</b>	

## Your Details

First name

Last name

Company

Best phone number to contact you on

Email

Residential or postal address

Description of payment (*i.e. Rates, Permit Application, Invoice*)

Amount to be charged

Amount in words

## Credit Card Details

Name on card

Credit Card Number

VISA CARD

MASTERCARD

AMEX

Expiry Date

CIV

Signature