

**COUNTY OF CONTRA COSTA  
ANIMAL SERVICES DEPARTMENT  
P.O. BOX 2619  
MARTINEZ, CA 94553-4393**

**VETERINARIAN:** Please complete the owner, pet, and rabies certificate portions of this form and give the white and pink copies to the animal owner. **PET OWNER:** Please sign this application in the space provided, then mail the **WHITE AND PINK** copies with your payment to the address listed above. Your validated license application (pink copy) and new license tag will be mailed to you in approximately 2-3 weeks. If you have any questions please call (925) 646-2958.

**OWNER CERTIFICATION** CERTIFY THAT THE FOLLOWING STATEMENTS ARE TRUE AND THAT I HAVE RECEIVED A COPY OF CONTRA COSTA COUNTY ORDINANCE CODE ARTICLE 416-4.4 (RESTRAINT) INCLUDING SECTION 416-4.402 (ANIMAL AT LARGE), AND 416-4.404 (ABANDONMENT). (PRINTED ON THE BACK OF YOUR COPY OF THIS FORM.)

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

LEGAL OWNERS NAME (PLEASE PRINT) \_\_\_\_\_  
(FIRST) (MIDDLE) (LAST)

OWNERS MAILING ADDRESS \_\_\_\_\_  
(NUMBER) (STREET) (SUFFIX) (APT.)

(CITY) (STATE) (ZIP)

PHONE \_\_\_\_\_ ALTERNATE PHONE \_\_\_\_\_

IF PET RESIDES AT AN ADDRESS DIFFERENT FROM ADDRESS PRINTED ABOVE, OR MAILING ADDRESS IS A RURAL ROUTE OR A POST OFFICE BOX, ENTER RESIDENCE ADDRESS BELOW, FOR CHANGE OF ADDRESS ONLY, SEE BOTTOM LEFT SECTION OF THIS FORM.

ANIMAL RESIDENCE ADDRESS \_\_\_\_\_  
(NUMBER) (STREET) (APT.)

(CITY) (STATE) (ZIP)

CO-OWNER \_\_\_\_\_

NEW LICENSE (CHECK THIS BOX IF YOUR PET HAS NOT BEEN LICENSED IN CONTRA COSTA COUNTY WITHIN THE PAST 24 MONTHS.)

RENEWAL \_\_\_\_\_  
PREVIOUS LICENSE EXPIRATION DATE PREVIOUS LICENSE YEAR/NUMBER

TRANSFER OF OWNERSHIP

NEW OWNER'S NAME OR OWNER CHANGE OF ADDRESS

NAME FIRST MIDDLE LAST \_\_\_\_\_  
ADDRESS NUMBER STREET SUFFIX APT. \_\_\_\_\_  
CITY STATE ZIP \_\_\_\_\_  
PHONE NUMBER \_\_\_\_\_ ALTERNATE PHONE NUMBER \_\_\_\_\_

**ANIMAL CONTROL USE ONLY**

ANIMAL # \_\_\_\_\_  
LICENSE NUMBER \_\_\_\_\_

ISSUE DATE \_\_\_\_\_ EXPIRES END OF \_\_\_\_\_

ISSUED BY: \_\_\_\_\_

**PET LICENSE APPLICATION  
CERTIFICATION OF RABIES VACCINATION**

**FEE SCHEDULE**

PLEASE CHECK BOXES NEXT TO SELECTED FEES.  
MAKE CHECKS PAYABLE TO: **COUNTY TREASURER**

FOR LICENSING INSTRUCTIONS AND REGULATIONS,  
PLEASE SEE REVERSE SIDE OF THIS FORM

REGULAR DOG OR CAT LICENSE  1 YR \$40.00  2 YR\* \$74.00  3 YR\* \$110.00  SPECIAL NO FEE LICENSE  SEE BACK PAGE

SPAYED OR NEUTERED DOG OR CAT LICENSE  \$20.00  \$37.00  \$55.00  PENALTY FEE (SEE BACK PAGE) \$40.00

REPLACEMENT / TRANSFER FEE  \$5.00  NON-COMPLIANCE FEE \$30.00

\* 2 OR 3 YEAR LICENSES NOT AVAILABLE FOR DOGS OR CATS UNDER AGE OF 1 YEAR.

TOTAL FEES OWED \$ \_\_\_\_\_  
SUBTRACT CREDIT BALANCE \$ \_\_\_\_\_

PLEASE ENTER TOTAL FEES PAID: \$ \_\_\_\_\_

**PET INFORMATION**

DOG  CAT PET NAME \_\_\_\_\_

MIXED BREED \_\_\_\_\_  
(DOMINANT BREED DESCRIPTION)

(COLOR) \_\_\_\_\_ AGE (YR-MO) \_\_\_\_\_ (SEX) \_\_\_\_\_  CHECK BOX IF SPAYED OR NEUTERED (VERIFICATION REQUIRED)

DATE SPAYED/NEUTERED \_\_\_\_\_ BY \_\_\_\_\_

SPECIAL IDENTIFICATION OR MEDICAL DATA \_\_\_\_\_ (OPTIONAL)

DATE PET ACQUIRED IF WITHIN 30 DAYS \_\_\_\_\_ DATE PET ENTERED COUNTY IF WITHIN 30 DAYS \_\_\_\_\_

**RABIES CERTIFICATE**

I, THE UNDERSIGNED VETERINARIAN, HAVE VACCINATED THIS ANIMAL WITH:

(1) KV  (2) MLV  (3) OTHER \_\_\_\_\_ TYPE \_\_\_\_\_

**VACCINE PRODUCT AND LOT NUMBER USED:**

RABINCINE 3 \_\_\_\_\_ LOT # \_\_\_\_\_ TRIMUNE \_\_\_\_\_ LOT # \_\_\_\_\_ DEFENSOR 3 \_\_\_\_\_ LOT # \_\_\_\_\_

RAB-VAC 3 \_\_\_\_\_ LOT # \_\_\_\_\_ ENDURALL R \_\_\_\_\_ LOT # \_\_\_\_\_ IMRAB \_\_\_\_\_ LOT # \_\_\_\_\_

RABDOMUNE 3 \_\_\_\_\_ LOT # \_\_\_\_\_ DURA RAB 3 \_\_\_\_\_ LOT # \_\_\_\_\_ OTHER \_\_\_\_\_ NAME LOT # \_\_\_\_\_

DATE GIVEN \_\_\_\_\_ DATE EXPIRES \_\_\_\_\_

VETERINARY HOSPITAL NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_

CITY, STATE \_\_\_\_\_ ZIP \_\_\_\_\_

VETERINARIAN SIGNATURE \_\_\_\_\_ PHONE \_\_\_\_\_

**OWNER COPY-SUBMIT TO ANIMAL SERVICES FOR PET LICENSE**



## PET LICENSING INSTRUCTIONS AND REGULATIONS

**PET OWNER** Please complete this application form (if not already done so by your veterinarian) by completing the **owner** information (name, address, and telephone numbers) and the **pet** information (pet name, breed, color, and sex). If your veterinarian has not completed the Rabies Certificate portion of this form and you have a separate vaccination certificate, attach a copy of the certificate to this application when submitting for the pet license.

**SPECIAL IDENTIFICATION:** Utilize this space to identify special medication required by your pet, or to specify any medical conditions or physical characteristics we should be aware of, such as epilepsy, tattoos, microchip implants, or missing members.

**FEE SCHEDULE:** The following information is provided to help you determine the appropriate licensing fees. Please check the boxes next to the fees selected. If you are charging your license fee to your credit card, fill out the credit card selection below. **Note.** There are no refunds once a license is issued and there are no prorated license fees

**TWO/THREE YEAR LICENSE:**

For your convenience and to reduce our processing volume, reduced fees are available if you select the optional 2 to 3 year license. You may select an optional 2 to 3 year tag only if your rabies vaccination does not expire before the end of the two or three year licensing period.

**SPAYED/NEUTERED LICENSE:**

Reduced licensing fees are available for animal owners who have had their pets spayed or neutered Please submit a copy of the sterilization certificate with this application If you have not previously done so.

**SPECIAL NO FEE LICENSES:**

The County Animal Control Ordinance provides free licensing of certain pets as specified below. If you qualify check the "SPECIAL NO FEE LICENSE" box, then enter the appropriate code in the space provided.

**CODE / DESCRIPTION**

**SR**  **SENIOR CITIZEN:**

Pet owners age 65 or over can have **one pet per household licensed free**. If you have not already done  so, please include a photocopy of the front of your Driver License as confirmation of age when submitting  for a free license.

**GD**  **GUIDE DOGS/SERVICE DOGS:**

Dogs trained to assist sight-impaired, or disabled persons in moving from place to place qualify for a free  license if used for that purpose.

**PD**  **POLICE DOGS:**

Dogs trained and utilized to assist law enforcement officers in the conduct of their duties are exempt from  licensing fees (including dogs used for search and rescue).

**PENALTY FEE:** State and County regulations require vaccination and licensing of all dogs within 30 days of reaching  4 months of age. All dogs over 4 months of age must also be licensed within 30 days of entering Contra  Costa County or within 30 days of acquisition. Contra Costa County requires that license renewals be paid  within 60 days of the previous license expiration date The penalty fee is payable if your pet has not been  licensed in accordance with the above requirements.

**REPLACEMENT TRANSFER FEE:** There is a \$5.00 fee to cover costs associated with replacing a lost license tag, or to  ownership prior to license expiration date.

**CHARGE CARD CUSTOMERS:** For your convenience, you may charge your pet license by using your VISA or  MASTERCARD by filling out the information below.

Check one \_\_\_\_\_ VISA  \_\_\_\_\_ MASTERCARD

Cardholder Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ Exp Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Signature as it appears on credit card: X \_\_\_\_\_

## ARTICLE 416-4.4 RESTRAINT

### S416-4.402 Animals at large

**(a) No person owning, possessing, harboring or controlling any animal shall allow such animal to be at large,**

(b) As used in this section "at Large" means an animal which either:

- (1) In the case of dogs, not under effective restraint by a leash; or
- (2) In the case of animals other than dogs or cats is not in the immediate presence and under the effective control  of such person; or
- (3) Is tethered or leashed on any street or other public place, not set aside for such tethering or leashing for a  period  of longer than fifteen minutes, or in such a way as to block a public walkway or thoroughfare; or
- (4) Is pastured, tethered tied or otherwise present on private property or in any public building without the consent  of the owner or occupant; or
- (5) Is in any place or position with the capacity to injure persons or property; or
- (6) Fights, bites or causes harm to any other animal or person unless such animal or person has entered the private  property owned by, or in the possession of the person owning or controlling the offending animal without  permission when such property is properly fenced and posted as to the presence of the offending animal; or
- (7) Is not on the private property owned by, or in the possession of, the person owning or controlling the animal  and is not wearing a required license tag; or
- (8) Is left any place without provision for its care.

Provided, nevertheless, that a dog is not required to be under restraint by a leash when the dog has not strayed from  and is upon private property owned by, or in the possession of the person owning or controlling the dog.

(c) Exemptions, A working dog performing acts such as herding under the control and supervision of owner /handler  shall not be considered at large while performing his duties. A hunting obedience, tracking or show dog shall not be considered at large while performing in the above capacities. Dogs being exercised under the control of their  owners in public areas designated for animal exercise shall not be considered at large.

(d) Females in heat. In the case of female dogs or cats in heat and for the purposes of the Food and Agricultural  Code Section 30954, "at large" means outside a house, vehicle or other secure enclosure adequate to prevent  unplanned male access

(e) Animals in vehicles.

- (1) A dog or any other animal in or upon a vehicle is deemed to be upon the property of the operator of such vehicle. No dog or any other animal shall be transported on any public thoroughfare in any vehicle unless such dog or animal is totally enclosed within such vehicle within a secured container carried upon such vehicle or security cross-tethered to such vehicle in such away as to prevent falling out of or off such vehicle and to prevent injury to the animal.
- (2) No dog or any animal shall be left completely enclosed in a parked vehicle without adequate ventilation, or in such away as to subject the animal to temperatures sufficiently above ambient to affect the animals health and welfare.

### S416.4.404 Abandonment **No owner of an animal shall abandon it.**

State and County regulators require vaccination and licensing of all dogs within 30 days of reaching 4 months of age. All dogs over 4 months must also be licensed within 30 days of entering Contra Costa County.

Contra Costa County requires that license renewals be paid within 60 days of the previous license expiration date. The PENALTY FEE is payable if your pet has not been licensed in accordance with the above requirements. There are no refunds once a pet license has been issued.

California Health and Safety Code Regulations prohibit Contra Costa County from issuing a pet license with an expiration date extending beyond rabies vaccination expiration date.

If you have any questions, please call (925) 335-8310.