Town of Arlington Office of the Town Clerk

730 Massachusetts Avenue Arlington, MA 02476



Tel: 781-316-3070 townclerk@town.arlington.ma.us

Licensing Your Dog(s)

The law requires all dogs six months or over to be licensed in Arlington annually. Licenses are for the calendar year and renewals are due January 1st.

New Registrations

If you need to register your dog(s) for the first time, you can <u>download the application</u> or contact the Town Clerk's Office for assistance. You can submit the basic registration information and payment <u>online using InvoiceCloud</u>, but will still need to submit documentation from the yet's office.

- Puppies should register at six months of age
- Dogs that move to Arlington should register promptly (30 days)
- Certificate of Spaying/Neutering required only at the initial registration
- Certificate of Anti-Rabic Vaccination provided by the owner
- Copies of the documents are accepted and will be returned

We encourage owners to provide an email address. We email pre-filled renewal forms that will indicate the expiration date for the rabies certificate and reminders as deadlines approach. You can return the form directly or use the information to renew and pay online.

Note about Online Applications: the system is designed to collect fees so you must pay at least a token fee to apply online. If you do not owe a fee you can pay \$1 (using a credit card there is an additional service fee).

Renewals

- The deadline to renew every year is January 1st we have a grace period (roughly March 10th every year)
- We mail a pre-filled form once in the late fall if we don't have an email address on file.
- We email a pre-filled form in the late fall and reminders until the grace period ends.
- To renew, we need the basic information verified, the date in our records for rabies vaccination must <u>not</u> be expired, and payment.
- If you don't have to submit a new rabies form, you can renew online without any paperwork, and we'll mail your tag and receipt as quickly as we can verify and update the information.
- At peak times, it will take several weeks to complete all renewals.

<u>Online form and payment</u>: <u>click here</u> then mail, email or drop off required documentation. Credit card – fees apply, E-check and debit cards are free.

Mailing Address: Town Clerk, 730 Massachusetts Ave, Arlington MA 02476.

<u>Dropbox:</u> Town Hall drop box located in the Academy St parking lot to the right of the carport, next to the bike racks.

Email Scans or Photos of forms: townclerk@town.arlington.ma.us

Checks: payable to Town of Arlington.

<u>Cash</u>: is accepted but we may not be able to make change.

Please contact us at 781-316-3070 or townclerk@town.arlington.ma.us if you have moved or your dog is deceased, and we will update the record.

Annual License Fee

Unaltered Dog: \$20 Neutered/Spayed: \$15

Senior Citizen Owner 70+: No charge to license, but late fees apply

Replacement dog tags: \$2

Fines and Grace Period

- We allow 45 business days to complete registration or renew a license
- Late Fee is \$25 if registration or renewal are not received by the end of the grace period
- Additional Fines ADDED for failure to register in 2024

What Do You Owe

This summary lists the total owed (altered / unaltered). For a detailed breakdown of the totals, you can read the Fee/Fine Detail or call Chris at 781-316-3074.

• New Dog or Renew on time: \$15 / \$20

Renew Late: \$40 / \$45New Dog Late: \$40 / \$45

Missed 2024; 2025 License On Time: \$55 / \$60
Missed 2024 AND 2025 License Late: \$80 / \$90