

## ORDINANCE 4-1

### AN ORDINANCE AMENDING 4-1 BY ADDING 4-1-8 PROVISIONS PERTAINING TO LICENSING DOGS

#### 4-1-8 DOG LICENSE

**ANNUAL LICENSE REQUIRED:** Every owner of a dog over the age of six (6) months shall procure a dog license from the City of Bancroft City Hall on or before the first day of July of each year, or within thirty (30) days of the animal being brought into the City, or when the animal has reached six (6) months of age.

The owner of a dog which a license is required shall apply on forms provided by Bancroft City Hall. The form of the application shall state the breed, sex, age, color, markings, and name, if any, of the dog, and the address of the owner and shall be signed by the owner. The application shall also state the date of the most recent rabies vaccination, they type of vaccine administered and the date the vaccine expires.

**FEES:** The license fee for spayed and neutered dogs is five dollars (\$5.00) per year. Dogs that are not spayed or neutered, the annual license fee is ten dollars ( \$10.00) per year.

**DELINQUENCY:** All persons who fail to obtain a license within the time periods specified in this chapter may be subject to a delinquent penalty of ten dollars (\$10.00) for the first offense, and fifty dollars (\$50.00) for each subsequent offense. Said penalties shall be in addition to any fines levied pursuant to a municipal infraction citation.

**CERTIFICATION OF VACCINATION:** Upon payment of the license fee, and providing proof of a current vaccination against rabies, the City of Bancroft shall issue to the owner a license which shall contain the name of the owner, the owner's place of residence and a description of the dog. The City Director or assignee shall keep a duplicate of each license issued as a public record. In order to take advantage of the lower rate for spayed or neutered dogs, the owner shall, at the time application is made for a dog license, present a certificate of neutering signed by a veterinarian containing a description of the dog, its call name and date of neutering or spaying, if known.

**LICENSE TAG:** Upon the original issuance of the license, the City of Bancroft shall deliver or mail to the owner a license tag stamped with the following:

1. Name of issuing City
2. Serial number of the license which shall be recorded with the City of Bancroft.

Every dog shall wear the tag provided whenever such dog is off the property of its owner. Any method may be used to attach the tag to the animal, such as a collar or other suitable device.

It is unlawful for any person who is not the owner or the agent of such owner or an employee of the City of Bancroft of its agent acting in an official capacity to remove a license tag from a dog prior to the expiration of the license.

Upon the filing of an affidavit that the license has been lost or destroyed, the owner may obtain another tag upon payment of a duplicate fee of three dollars (\$3.00).

**LICENSE RECORDS:** The City of Bancroft shall keep a book to be known as the record of Dog Licenses, which shall show:

1. The date of each application for a license.
2. The description of the dog in the application, together with the name of dog.
3. The owner's name, address, and phone #.
4. The date when dog license tag issued, the serial number of tag, date of current rabies vaccination, the type of vaccine administered, and the date the animal is to be revaccinated.
5. The amount of all fees paid.
6. Such other data as may be required by law.

**CHANGE OF OWNERSHIP; TRANSFER OF LICENSE:** When the permanent ownership of an animal is transferred, the new owner shall, within thirty (30) calendar days from the date of change of ownership, make application for a new license as provided in this section regardless of whether or not the dog was previously licensed.

**REPEALER:**

All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

**WHEN EFFECTIVE:**

This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this \_\_\_ day of \_\_\_\_\_, 2018.

Thomas McCleish, Mayor of Bancroft  
Crysti Neuman, City Director/Clerk

Attest:

Tim Rowlet, Deputy City Clerk

Approved on First Reading:

Approved on Second Reading:

Approved on Third & Final Reading:

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
City Clerk