

# DOGS (NORTHERN IRELAND) ORDER 1983 (as amended) APPLICATION FOR A DOG LICENCE

Form should be returned to Ards and North Down Borough Council, 2 Church Street, Newtownards, County Down, BT23 4AP. Cheques should be made payable to **Ards and North Down Borough Council**.

**Please use BLOCK LETTERS**

**Details of applicant:**

Title:	Forename/s:	Surname:
Address:		Postcode:
Home Telephone Number:		Mobile Telephone Number:
Email Address:		
Date and Number of Expired Previous Licence (if any):		

**Description of dog:**

Breed:	Colour:	Male/Female:
Name of dog:		Age:
Distinguishing marks (if any):		Kennel Club or other Registration Mark (if any)
<b>Microchip Number:</b> It is law that all dogs must be microchipped. <b>Applications will not be accepted without a microchip number.</b>		

Fees and concessions	Tick as appropriate	Fee
I am over 65 and this is the first/only dog I keep	<input type="checkbox"/>	Free
I am over 65 and have already claimed a free licence for one dog	<input type="checkbox"/>	£ 5.00
I am or a member of a couple are in receipt of Income Related Benefits * Please see over*	<b>INSERT NO.</b>	£ 5.00
The dog described above is neutered/spayed	<input type="checkbox"/>	£ 5.00
Standard Licence	<input type="checkbox"/>	£12.50

**Control conditions:**

Is a notice in force attaching control conditions under Article 30A(2) of the Dogs (NI) Order 1983 to a previous licence held in respect of the above dog?	Yes/No
If yes, please give the serial number of notice	

I declare that the information given above is correct in every respect and that I am not under 16 years of age and I have not been disqualified from keeping a dog under the Welfare of Animals Act (Northern Ireland) 2011.

For office use only

Signed .....

Licence No.....

Date .....

Issued by ..... Date .....

**WARNING: An applicant for a licence who knowingly and wilfully makes a statement in this form which is false in material particular is liable to prosecution.**

## DOG LICENCE APPLICATION

This licence can be applied for in the following ways:-

### 1 Online

Applications can be made online: [www.ardsandnorthdown.gov.uk/dog-licences](http://www.ardsandnorthdown.gov.uk/dog-licences)

Ards and North Down Borough Council is offering a new on-line dog licensing facility through [COUNCIL DIRECT](#). Before you license your dog you will need to create an account online at [www.ardsandnorthdown.gov.uk](http://www.ardsandnorthdown.gov.uk) In the near future other Council services will also be available via this facility and we encourage you to register.

### 2 Post

Complete the form, sign it and return with the appropriate fee to:

Ards and North Down Borough Council  
2 Church Street, Newtownards, BT23 4AP

### 3 In person

Please check the details and return the form in person to either:

- 2 Church Street, Newtownards, BT23 4AP or
- Town Hall, The Castle, Bangor, BT20 4BT with the appropriate fee

Please note, at present, we are unable to issue a licence from the Town Hall at the time of application.

### 4 Telephone payment

Telephone Ards and North Down Borough Council on 0300 013 3333, extension number 40401 or 40418 and pay by debit or credit card.

## MICROCHIPPING

**Applications will not be accepted unless microchip number is provided**

From 1 April 2012 all dogs kept in Northern Ireland must be microchipped before they can be licensed.

The requirement to be microchipped does not apply where a veterinary surgeon certifies that the implantation of a microchip would have a harmful effect on the health of your dog. If this is the case please forward a copy of the vet's certificate.

Should you require any further information or advice, please contact

The Neighbourhood Environment Team

Telephone: 0300 013 3333, extension number 40401, 40408 or 40418

Email: Telephone Number: 0300 013 3333 – Extension No: 40401, 40408 or 40418

Email: [enforcement@ardsandnorthdown.gov.uk](mailto:enforcement@ardsandnorthdown.gov.uk)

'Income Related Benefits' means - Please specify overleaf by inserting item number from list below:

- 1 Universal credit under the Welfare Reform (NI) Order 2015
- 2 State Pension Credit
- 3 Income Support
- 4 Housing Benefit
- 5 Jobseekers Allowance
- 6 Employment and Support Allowance
- 7 Working Tax Credit