

# Instructions for Submitting New Dog License Application

## **\*\*FOR GRAND TRAVERSE COUNTY RESIDENTS ONLY\*\***

1. Please fill out the bottom portion as completely as possible
2. Mail or bring application to our office and provide the following:
  - Proof of current rabies vaccination
  - Proof of spay/neuter if not printed on the rabies certificate or incorrect on certificate
  - Payment– Check/ Money Order only if mailing application. We accept, cash, check or credit card ( fees apply) for in-person payments

**\*\* Dog license revenue is the primary source of funding for Animal Control Officers in Grand Traverse County\*\***

# MICHIGAN DOG LICENSING GUIDE

Provided by:  
Grand Traverse County  
Treasurer's Office



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### GRAND TRAVERSE COUNTY DOG LICENSE APPLICATION

DOG'S NAME	BREED	AGE-YR/MTH	SEX	<input type="checkbox"/> SPAYED/NEUTERED	COLOR
				<input type="checkbox"/> INTACT	
OWNER'S NAME	ADDRESS		CITY, STATE		ZIP CODE
PHONE #	EMAIL ADDRESS		TOWNSHIP		
VETERINARIAN CLINIC			VETERINARIAN PH#		
<input type="checkbox"/> PUPPY - 8 MONTHS & UNDER	\$8.00		RABIES VACCINATION DATE		
<input type="checkbox"/> 1-YEAR SPAYED/NEUTERED	\$15.00		RABIES EXPIRATION DATE		
<input type="checkbox"/> 1-YEAR INTACT	\$30.00		<b>PLEASE PROVIDE PROOF OF RABIES AND STERILIZATION (IF APPLICABLE). LICENSE DURATION CANNOT EXCEED THE YEAR OF THE RABIES EXPIRATION</b>		
<input type="checkbox"/> 3-YEAR SPAYED/NEUTERED	\$30.00				
<input type="checkbox"/> 3-YEAR INTACT	\$60.00				
LICENSE AMOUNT	CHECK #	Please make check or money order payable to: <b>G.T. County Treasurer</b>			
\$					



## Did you know?

Michigan Law requires dogs over 4 months of age, newly purchased/acquired, or those dogs just becoming Michigan residents to obtain a Michigan Dog License within the county they reside.

Some vets issue a rabies vaccination tag, this should not be confused with a Michigan Dog License. If you are unsure if your dog is properly licensed, please contact our office.

## Benefits of Licensing

Besides making your dog a “legal beagle” licensing also provides:

- Excellent identification: Licensing your dog provides the information needed to inform individuals or Animal Control of your contact information if your lost dog is found.
- Verification that your dog has been vaccinated for rabies.
- Proof that your dog legally belongs to you.

## Grand Traverse County Residents

**Important Notice: All other county residents please see next page**

### First Time License Purchase

Please stop by our office or return the dog license application form found on the back of this brochure with your current/valid rabies certificate. A certificate of sterilization is also required if the information is not stated or is incorrect on the rabies vaccination certificate.

### License Renewals

As a courtesy, we will notify you 1 to 2 months before your license expires.

If your veterinarian is one of our authorized Licensing Locations you may purchase a new license when your dog receives their new rabies vaccination.

Please visit our website for a listing of authorized Licensing Locations at :

[www.grandtraverse.org/treasurer](http://www.grandtraverse.org/treasurer)

You may also renew in person at our office or via mail.

### New Resident?

If you have recently moved into our County, and have a valid Michigan Dog License, please contact our office about the ability to transfer your current license to Grand Traverse County free of charge.

## Non-Grand Traverse County Residents

Please contact the Treasurer's Office in the county you reside. Below are some local contacts for your convenience.

**Antrim– 231-533-8596**

**Benzie– 231-882-0011**

**Kalkaska– 231-258-3310**

**Leelanau– 231-231-256-9838**

**Wexford– 231-779-9475**



## Contact Us

**Grand Traverse County Treasurer  
Heidi Scheppe**  
400 Boardman Ave  
Suite 104  
Traverse City, MI  
49684

(231) 922-4735  
Visit us on the web:

