



ANDREW L. SUTAK BELMONT COUNTY AUDITOR

101 West Main Street
St. Clairsville, OH 43950

OFFICE HOURS
8:30 AM - 4:30 PM
Weekdays
(740) 699-2131

INSTRUCTIONS FOR BELMONT COUNTY DOG LICENSES:

**IT'S THE LAW
(ORC 955.21)**

All dogs three months of age or older must be licensed. No dog shall be harbored, kept, or owned without displaying a valid registration tag.
(The law applies regardless of whether the dog is kept inside or out.)

ON-LINE

Register your dog on-line at www.belmontcountyohio.org/auditor.htm. Credit card payments only; \$2.00 per dog processing fee applies. To access your pre-filled form you will need your Account ID and Password listed below.

Account ID:
Password:

IN PERSON OR BY MAIL

1. Complete this form. Be sure the correct owner, street address, and pet description(s) appear on all applications.
2. Use this form to register 1 to 5 dogs. If you have more than 5 dogs, please list them on a separate sheet of paper and return it with this form. Ohio law requires a license for every dog more than 3 months old.
3. If you no longer own the dog(s) please contact our office or mark through the appropriate line below and return the form so we can update our records.
4. Enclose a check or money order for the correct fees payable to: **Belmont County Auditor..** Please do not send cash. **Before January 31**, licensing rate is **\$12.00 per dog**. **After January 31**, statutory late penalty increases the licensing rate to **\$24.00 per dog**. Your application cannot be processed without the correct fees.
5. Please return the application, check or money order, and a self-addressed stamped envelope in the enclosed return envelope. A receipt will be returned to you with your 2010 license tag(s).

You may purchase the tag(s) in person at the Belmont County Auditor's Office, 101 West Main Street, St. Clairsville, OH 43950 or at the Dog Shelter, 45244 National Road, St. Clairsville, OH 43950. Please bring the attached form when purchasing tags.

Certificate of registration and registration tags shall be valid only during the CALENDAR year IN which they are issued, AND DURING THE FIRST THIRTY-ONE DAYS OF THE FOLLOWING CALENDAR YEAR. ORC Sec 955.09.

Color Codes: BL=Black; WH=White; GR=Gray; BD=Brindle; TA=Tan; BR=Brown; YE=Yellow; RE=Red

----- Tear at Perforation Line -----

APPLICATION for the registration of dog(s) for the year 2010

ANDREW L. SUTAK, Belmont County Auditor
101 WEST MAIN STREET, ST. CLAIRSVILLE, OHIO 43950

Age		Sex (M/F)	Spayed / Neutered	Color									Hair (S/M/L)	Breed	Rabies #	Fee Paid	Penalty	--- Office Use ---	
YRs	MOs			BL	WH	GR	BD	TA	BR	YE	RE	2009 License #						2010 License #	

Vet/Clinic:	<p>A penalty in an amount equal to the registration fee shall be assessed if Dog License is not secured on or before January 31, or within 30 days after the dog becomes 3 months of age, is acquired, or is brought from outside the state. ORC Sec 955.01, 05.</p> <p>The undersigned says that the facts indicated above ARE TRUE.</p>
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Signature of Applicant _____

Date Signed _____

Phone # _____ Email _____

Deputy or Agent _____