

# MATTHEW LIVENGOOD WASHINGTON COUNTY AUDITOR

205 PUTNAM ST  
MARIETTA, OHIO 45750  
www.washingtoncountyauditor.us

OFFICE HOURS  
Monday - Friday  
8:00 AM - 4:30 PM  
(740) 373-6623 ext. 2123

## INSTRUCTIONS FOR WASHINGTON COUNTY DOG LICENSES:

### IT'S THE LAW (ORC 955.01)

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.doglicenses.us/OH/Washington](http://www.doglicenses.us/OH/Washington). Credit card payments only. A processing fee and a mailing fee will apply.

### BY MAIL

- 1 - Complete this form. Be sure the correct owner, street address, and pet description(s) appear on the application.
- 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 - Enclose a check or money order for the correct fees payable to: **Washington County Auditor**. Please do not send cash. **On or before January 31**, the one year licensing fee is **\$16.00 per dog**. **After January 31**, statutory late penalty increases the licensing fee to **\$32.00 per dog**. After July 1, any dog that becomes three months old or is brought from outside the state, may be eligible for a tag at a reduced fee.
- 4 - Send the application and check or money order to: **Washington County Auditor, 205 Putnam St., Marietta, OH 45750**. All mail-in requests for dog tags **must include a self-addressed, pre-stamped envelope**. Due to the post office's processing procedures for the tags, the self-addressed, pre-stamped envelope **requires two (2) "Forever" stamps**.
- 5 - A receipt will be returned to you with your new license tag(s).

### IN PERSON

You may purchase tag(s) in person at the Washington County Auditor's Office on the second floor of the Washington County Courthouse at 205 Putnam St., Marietta, OH 45750

Certificate of registration and registration tags shall be valid only during the CALENDAR year IN which they are issued, AND DURING THE CALENDAR YEAR OR YEARS FOR WHICH THEY ARE ISSUED. ORC Sec 955.09.

Dogs may be registered for a 1 year or 3 year term, or permanently. Complete each line of the application for your dog(s). In particular, choose your "Term" (1 Year, 3 Year, or Permanent -- see term codes below) and fill in "Fee Paid" based on the fee structure to the right of this paragraph. **All tags are non-refundable. Tags cannot be transferred to a different dog.**

2024 LICENSE FEES			
	1 YR	3 YR	Permanent
By Jan 31st	\$16.00	\$48.00	\$160.00
After Jan 31st	\$32.00	\$64.00	\$176.00

-----Detach and Return Application with Payment-----

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

**Term Codes:** 1=1 Year Tag; 3=3 Year Tag; P=Permanent Tag

MATTHEW LIVENGOOD, County Auditor  
205 PUTNAM ST; MARIETTA, OH 45750

APPLICATION for the registration of dog(s) for the year 2024

Age		Sex (M/F)	Color										Hair (S/M/L)	Breed	Dog Name	Term (1/3/P)	Fee Paid	Penalty	--- Office Use ---	
YRs	MOs		BL	WH	GR	BD	TA	BR	YE	RE									2023 License #	2024 License #

A penalty 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.

### Owner Information

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
if different (e.g. P.O. Box)

City: \_\_\_\_\_ State: \_\_\_\_\_ ZipCode: \_\_\_\_\_

The undersigned says that the facts indicated above ARE TRUE.

Signature of Applicant \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

Amount Enclosed \_\_\_\_\_ CK# \_\_\_\_\_