ROBERT L. BENROTH
PUTNAM COUNTY AUDITOR

245 E. MAIN STREET, STE 201
OTTAWA, OHIO 45875

OFFICE HOURS
Mon-Fri: 8:30 AM - 4:30 PM
(419) 523-6686

INSTRUCTIONS FOR PUTNAM COUNTY DOG LICENSES:

IT'S THE LAW
(ORC 955.02)
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/Putnam. Credit card payments only; will have a license processing fee. 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. Enclose a check or money order for the correct fees payable to: **Putnam County Auditor**. Please do not send cash. **Before January 31**, the one year licensing rate is **$16.00 per dog**. **After January 31**, statutory late penalty increases that rate to **$32.00 per dog**. Your application cannot be processed without the correct fees.
4. Please return the application, check or money order, and a self-addressed stamped envelope. A receipt will be returned to you with your 2026 license tag(s).

You may purchase the tag(s) in person at the Putnam County Auditor's Office, 245 E. Main Street, Ste 201; Ottawa, OH 45875. Please bring this form when purchasing dog licenses. Payment methods: cash, checks, and money orders.

Certificates of registration and registration tags shall be valid only during the CALENDAR YEAR or YEARS for which they are issued. ORC Sec 955.09.
3-year and Permanent licenses are available for purchase Dec. 1st thru Jan. 31st, without penalty. Please contact the Auditor's Office for more information.
No Refunds Permitted

2026 LICENSE FEES	
	1 YR
Before Jan 31st	$16.00
After Jan 31st	$32.00

APPLICATION for the registration of dog(s) for the year 2026

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

✓ no longer owned	Age		Sex	Color									Hair	Breed	Dog Name	Fee Paid	Penalty	- Office Use -
	YRs	MOs	(M/F)	BL	WH	GR	BD	TA	BR	YE	RE	TRI	(S/M/L)					2026 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 955.02, 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 _____ Date Signed _____

Phone 1 _____ Phone 2 _____

Email _____