Patrick W. Dropsey
Richland County Auditor

50 Park Ave East
Mansfield, OH 44902

AUDITOR'S OFFICE HOURS
Monday - Friday:
8:00 AM - 4:00 PM
(419) 774-5501

DOG WARDEN'S HOURS
Mon - Fri: 8:30 AM - 4:30 PM
Sat: 10:00 AM - 2:00 PM
(419) 774-5892

INSTRUCTIONS FOR RICHLAND COUNTY 2024 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.)

2024 LICENSE FEES			
	1 YR	3 YR	Permanent
Before Jan 31st	$18.00	$54.00	$180.00
After Jan 31st	$36.00	$72.00	$198.00

ON-LINE

Register your dog on-line at **www.doglicenses.us/OH/Richland.** Only credit card payments accepted; per license processing fee plus a $1.00 mailing fee applies. To access your form, you will need the Account ID and Password listed below.

Account ID: Password:

IN PERSON OR BY MAIL

1. Complete this form. Include the correct owner, street and mailing address, and pet description(s) 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. If you no longer own the dog(s) please contact our office or make the correction on this form and return to our office.
4. Enclose a check or money order **along with a self-addressed stamped envelope** for the correct fees payable to: **Richland County Auditor**. Please do not send cash. **January 31, 2024**, will be the last day to purchase at the licensing rate of $18.00 per dog. **After January 31, 2024**, statutory late penalty increases the licensing rate to $36.00 per dog.
5. Please return the application along with a check or money order to: Richland County Auditor; 50 Park Avenue East, Mansfield, OH 44902. A receipt will be returned to you with your 2024 license tag(s).

Allow for a couple weeks to process and license tags to be mailed from the Auditor's Office.

AUDITOR'S OFFICE

Beginning Dec. 1, 2023, you may purchase the tag(s) at the Richland County Auditor's Office, 50 Park Ave East, Mansfield, OH 44902 or at the Richland County Dog Warden's Office, 810 N Home Rd, Mansfield, OH 44906. Please bring this form when purchasing tags.

We accept cash or checks. No refunds will be made for any license. Tags cannot be transferred from dog to dog.

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

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

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

Age		Sex	Color								Hair	Breed	Fee Paid	Penalty	--- Office Use ---	
YRs	MOs	(M/F)	BL	WH	GR	BD	TA	BR	YE	RE	(S/M/L)				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 _____

Date Signed _____

Phone # _____ Email _____

Deputy or Agent _____