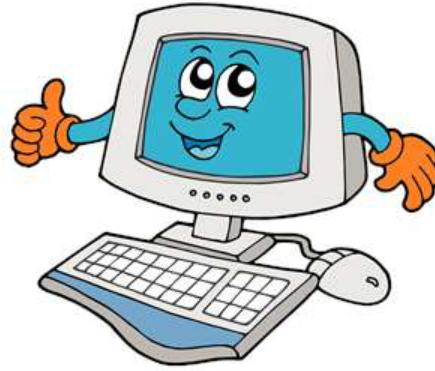


# Online Dog Licensing



All dogs over six months **must** be licensed in the State of Connecticut. Dog licenses shall be renewed by June 30 of each year. A \$1 late penalty per month is charged for each month after that date that the license is not renewed. All dogs **must** have a current rabies vaccination.

## Dog License Fees:

License Type	Cost	Online Renewal
Neutered Male or Spayed Female	\$8.00	✓
Male or Female (unaltered)	\$19.00	✓
Late Licensing Penalty, per month after June 30	\$1.00	✓
Replacement Tag	\$0.50	
Change of Residence (in town)	\$0.50	
Transfer of ownership (out-of-town)	\$1.00	
Kennel License (10 Dogs)	\$50.00	
Kennel License (20 Dogs)	\$100.00	
Service Dog	FREE	

## **\*NEW\* Apply Online**

The Town Clerk is pleased to offer a new online option to apply for certain dog licenses through RECORDhub. Once registered, applicants may click on the links listed below to submit requests and purchase licenses online. Please note that a \$2 convenience charge will be added to the cost of each license, **AND** a credit card processing fee, based on the amount charged. *A portion of the convenience fee will cover the cost of postage to mail you the license(s) and tag(s).*

### **Renewal License**

[Neutered Male or Spayed Female \\$8.00](#)

[Male or Female \(Unaltered\) \\$19.00](#)

### **New Licenses**

New dog licenses for dogs **aged 6 months or older**

[Neutered Male or Spayed Female \\$8.00](#)

[Male or Female \(Unaltered\) \\$19.00](#)

Steps to use the online service:

1. Click the link that matches the type of license you wish to purchase. **Note:** New license registrations will only be accepted for dogs aged 6 months or older.
2. Login to RECORDhub. (If you do not currently have a RECORDhub login, you can register for a FREE account by clicking the Sign-up button)
3. Complete the Form
  - a. Make certain to upload the Current Rabies Vaccination Certificate.
  - b. If applying for a new Neutered Male or Spayed Female license, you must also upload a Spay/Neuter Certificate.
  - c. If you licensed an unaltered Male or Female last year, but your dog has been fixed since then, please choose the “Renewal Neutered Male or Spayed Female” link and upload the Spay/Neuter Certificate.
4. Submit form.
  - a. If applying for one license only, submit payment and print receipt.
  - b. If applying for more than one license:
    - i. If applying for more than one license of the same type, choose the Add to Cart and then Continue Shopping Options. The same license type of license will appear for completion.
    - ii. If applying for more than one license of a different type, choose the Add to Cart and then Continue Shopping Options. Then, select the next type of license desired from the links above.
    - iii. When the last license request is submitted, choose the Add to Cart and then Proceed to Cart options.
    - iv. Follow the prompts to submit payment and print receipt.
5. An email will be sent to when the license request has been submitted.
6. An additional email will be delivered when the request is processed.
7. All approved licenses will be mailed to the address submitted within 10 business days.

**Apply by US Mail or at Town Hall:**

All licenses can be renewed through the US Postal Service or by visiting the town hall.

Town Clerk's Office  
40 Peck Road  
Bethany, CT 06524

Questions?

Telephone: 203-393-2100 x1104

Email: townclerk@bethany-ct.com