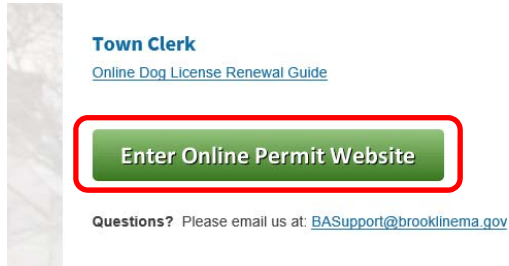
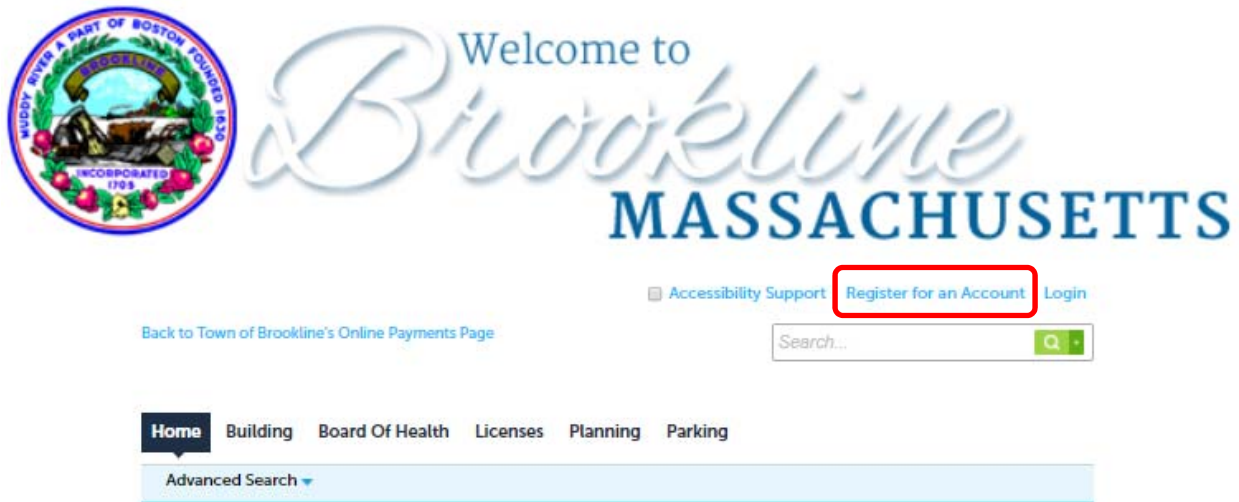


# How to renew your dog license online

1. Using your web browser, go to <https://www.brooklinema.gov/Permit>
2. Once you have reviewed the “Online Dog License Renewal Guide” click the **Enter Online Permit Website** button:

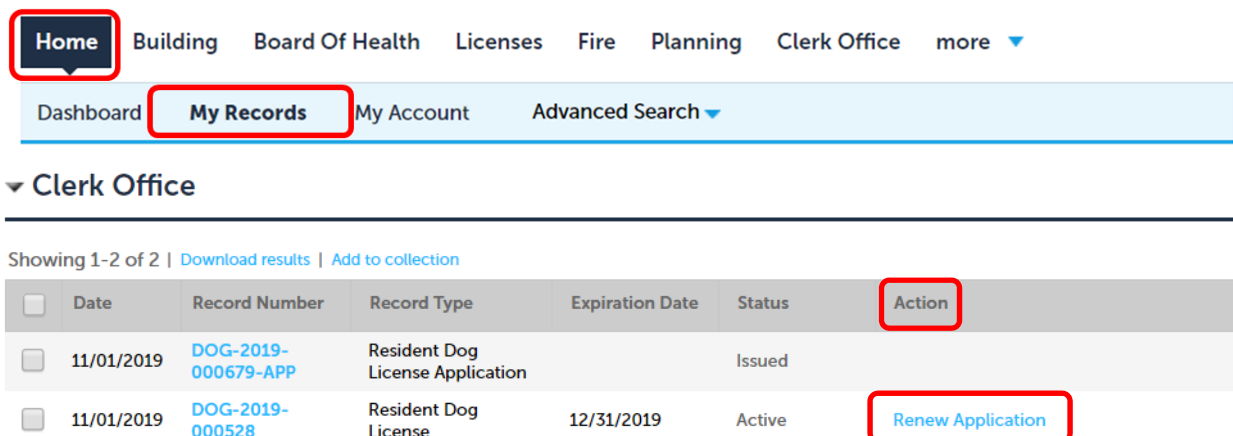


3. If you have not registered with the online system yet, click the Register for an Account link.



IMPORTANT: Once you have Registered, please email [BASupport@BrooklineMA.gov](mailto:BASupport@BrooklineMA.gov) with your License Number so that we can link your login to your information. Once you receive notification that your account is linked, you can proceed.

4. Log into your account and choose My Records under the Home option. Click the ► next to Clerk Office to expand the list and click the **Renew Application** link under **Action**



5. Verify all information on Step 1 is accurate, then click the **Continue Application** button

City:  State:  Zip:

6. Verify the Animal Owner Information is accurate, then click the **Continue Application** button

▼ Contact Addresses

To add a new contact address, click the Add Contact Address link. To edit a contact address, click the Edit link. To remove one of your addresses from this application, click on the Remove link.

Showing 0-0 of 0

Address Type	Recipient	Address	Action
No records found.			

7. Verify all Animal Information is accurate, then click the **Continue Application** button

**RABIES CERTIFICATION**

\* Rabies Certificate Number:

Vaccinations Issued On:

\* Rabies Expiration Date:

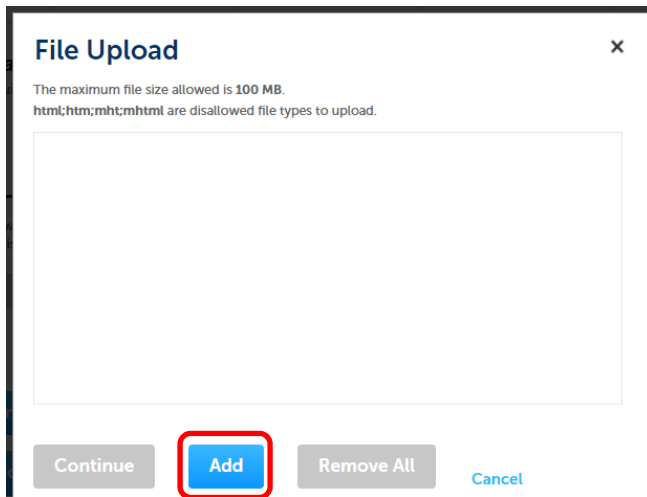
8. Attach any required documents by clicking the **Add** button

### Attachment

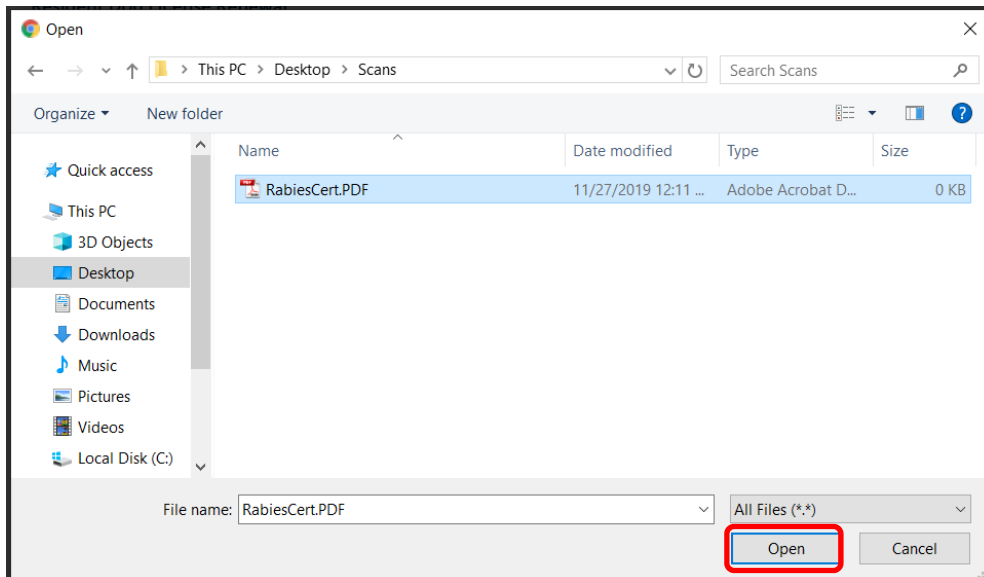
The maximum file size allowed is 650 MB.  
HEIC;html;htm;mht;mhtml are disallowed file types to upload.

Name	Type	Size	Latest Update	Action
No records found.				

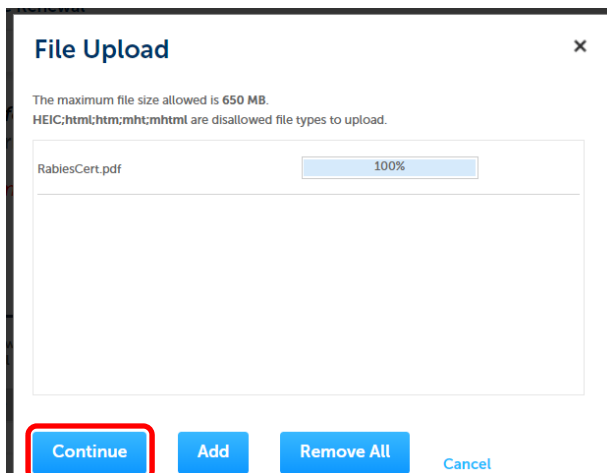
9. On the File Upload screen, click **Add**



10. Browse to the location of the file you wish to select and click **Open**



11. Once you have attached all necessary documents, click **Continue**



12. Choose the appropriate **Type** and enter the **Description**, then click **Save** and **Continue Application**

 **The attachment(s) has/have been successfully uploaded.**  
It may take a few minutes before changes are reflected.

Resident Dog License Renewal

1 License Information	2 Animal Information	3 Review	4 Pay Fees	5 Record Issuance
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**Step 2: Animal Information > Supporting Documents**

Please attach a current rabies certificate for each dog license renewal that you are processing.

*Supported file formats include: .JPG, .PDF, .BMP, .TIF, .PNG, .GIF*

\* indicates a required field.

Attachment

The maximum file size allowed is 650 MB.  
HEIC;html;htm;mht;mhtml are disallowed file types to upload.

Name	Type	Size	Latest Update	Action
RabiesCert.pdf	Certificate of Rabies Vaccination	43 bytes	11/27/2019	Actions ▾

Select from Account Add

Continue Application »

Save and resume later

13. After reviewing all information provided, read the Certification and check the “I agree” box. Then click **Continue Application**

Attachment

Edit

The maximum file size allowed is 650 MB.  
HEIC;html;htm;mht;mhtml are disallowed file types to upload.

Name	Type	Size	Latest Update	Action
RabiesCert.pdf	Certificate of Rabies Vaccination	43 bytes	11/27/2019	Actions ▾

I certify that I have read and understand the instructions that accompany this application and that the statements made as part of this application are true and accurate and that no material information has been omitted. By checking the box below, I understand and agree that I am electronically signing and filing this application under the pains and penalties of perjury.

By checking this box, I agree to the above certification.

Date: 11/27/2019

Continue Application »

Save and resume later

14. If you would like to participate in the Green Dog Program, please enter "1" under Qty. To see your total, click **Recalculate**. Click **Continue Application**.

#### Step 4: Pay Fees

Listed below are preliminary fees based upon the information you've entered. Enter quantities where applicable. The following screen will display your total fees.

#### Application Fees

Fees	Qty.	Amount
Resident Dog Fee	1	\$20.00
Resident Green Dog Fee	<input type="text" value="0"/>	\$0.00

**Recalculate**

TOTAL FEES: \$20.00

Note: Your application will not be complete until all appropriate fees are paid.

15. Click Submit Payment and follow the prompts on the payment page.

Brookline MASSACHUSETTS

Contact Us

Payment Options    Payment Information    Review Payment

How would you like to pay?

Credit Card

How much would you like to pay?

Pay Full Invoice    \$20.00

**Payment Summary**

Invoice #	Amount
ACCELA-672742	\$20.00
<b>SUBTOTAL</b>	<b>\$20.00</b>
<b>GRAND TOTAL</b>	<b>\$20.00</b>

Any applicable service fees and/or discounts will be displayed before processing your payment.