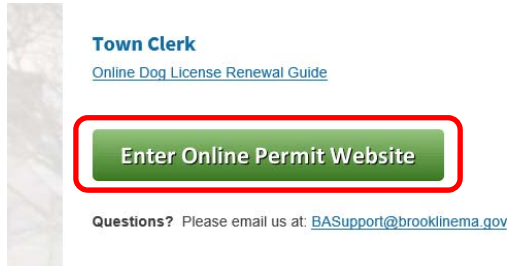
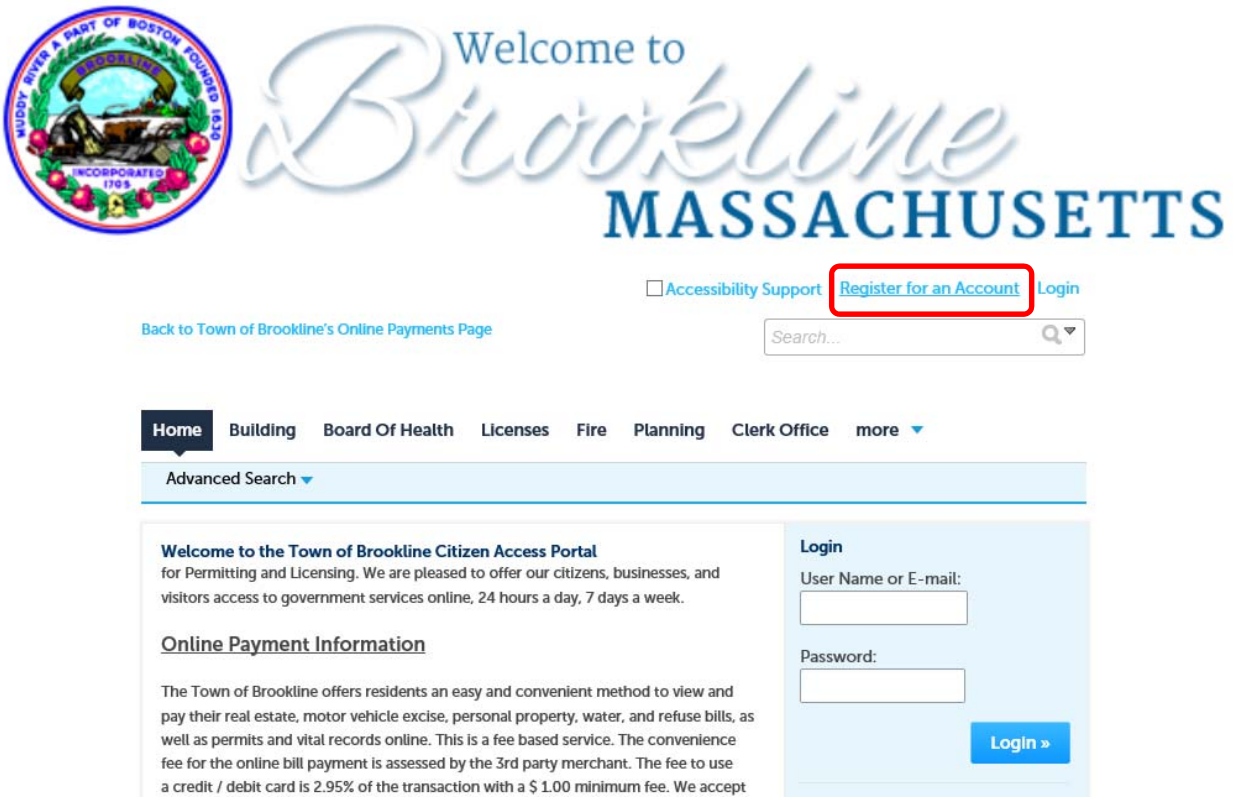


How to apply for your dog license online

1. Using your web browser, go to <https://www.brooklinema.gov/Permits-and-Licensing>
2. Once you have reviewed the "Online Dog License Application 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. For instructions on registering, please see <https://www.brooklinema.gov/DocumentCenter/View/12298>



4. Choose **Clerk Office** from the menu and click the **Create an Application** option:



Records

Showing 0-0 of 0

Date	Record Number	Record Type	Expiration Date	Status	Action
No records found.					

5. Please review the terms and check the “I have read and accepted the above terms.” checkbox – then click **Continue Application**:

Please “Allow Pop-ups from This Site” before proceeding. You must accept the General Disclaimer below before beginning your application.

General Disclaimer
While the Agency attempts to keep its Web information accurate and timely, the Agency neither warrants nor makes representations as to the functionality or condition of this Web site, its suitability for use, freedom from interruptions or from computer virus, or non-infringement of proprietary rights. Web materials have been compiled from a variety of sources and are subject to change without notice from the Agency as a result of updates and corrections.

I have read and accepted the above terms.

Continue Application »

6. Enter the Street Number and Street Name where the dog resides and click Search:

Home Building Board Of Health Licenses Fire Planning **Clerk Office** more ▾

Create an Application Search Applications

Resident Dog License Application

1 Location	2 Details	3 Review	4 Pay Fees	5 Record Issuance
------------	-----------	----------	------------	-------------------

Step 1: Location > Dog Location * indicates a required field.

Address

*Street No.: *Street Name: Unit No.:

7. Once the system locates the appropriate address, click **Continue Application**:

City: State: Zip: Country:

Continue Application »

8. Enter the applicant information – to use the information provided upon registering, click Select from Account, choose your information from the list then click Continue

Resident Dog License Application

1 Location	2 Details	3 Review	4 Pay Fees	5 Record Issuance
------------	-----------	----------	------------	-------------------

Step 2: Details > License Information

* indicates a required field.

Applicant

To add new contacts, click the Select from Account or Add New button. To edit a contact, click the Edit link.

[Select from Account](#) [Add New](#) [Look Up](#)

9. Enter all information available for the dog – please note: any field with a red asterisk is required:

Dog Information

ANIMAL DESCRIPTION

* Name:

* Sex:

Spayed or Neutered: Yes No

Dog Breed:

Mixed Breed:

* Dominant Color:

10. Attach a copy of the rabies certificate by clicking the **Add** button

Attachment

The maximum file size allowed is 50 MB. Please send PDF file type. No ZIP files.

You **must** include a copy of your rabies certificate in order for your application to be processed.

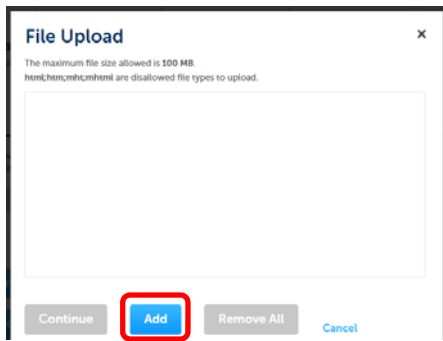
The maximum file size allowed is 650 MB.
HEIC;html;htm;mht;mhtml are disallowed file types to upload.

Name	Type	Size	Latest Update	Action
No records found.				

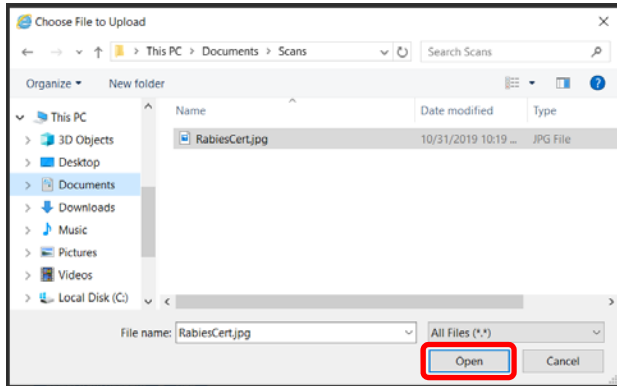
[Select from Account](#) [Add](#)

[Continue Application »](#) [Save and resume later](#)

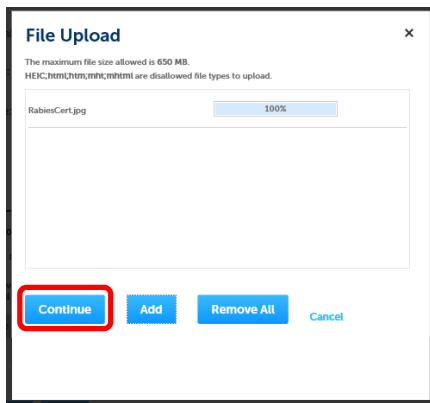
11. On the File Upload screen, click **Add**



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



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



14. Enter the **Description**, then click **Save** and **Continue Application**

Attachment

The maximum file size allowed is 50 MB. Please send PDF file type. No ZIP files.

You **must** include a copy of your rabies certificate in order for your application to be processed.

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

Name	Type	Size	Latest Update	Action
RabiesCert.jpg		17.21 KB	10/31/2019	Actions ▾

Select from Account Add

Continue Application >

Save and resume later

15. 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.jpg		17.21 KB	10/31/2019	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: 10/31/2019

Continue Application »

Save and resume later

16. The system will automatically assess the License Fee. If you would like to participate in the Green Dog Program, be sure to enter 1 under the Qty. To see your total, click **Recalculate**. Click **Continue Application** to proceed.

Step 4: Pay Fees

Listed below are preliminary fees based upon the information you've entered. Some fees are based on the quantity of work items installed or repaired. 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	1	\$50.00

TOTAL FEES: \$70.00

Recalculate

Continue Application »

Continue Shopping »

17. Click **Submit Payment** and follow the prompts on the payment page.

City of 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
SUBTOTAL	\$20.00
GRAND TOTAL	\$20.00

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