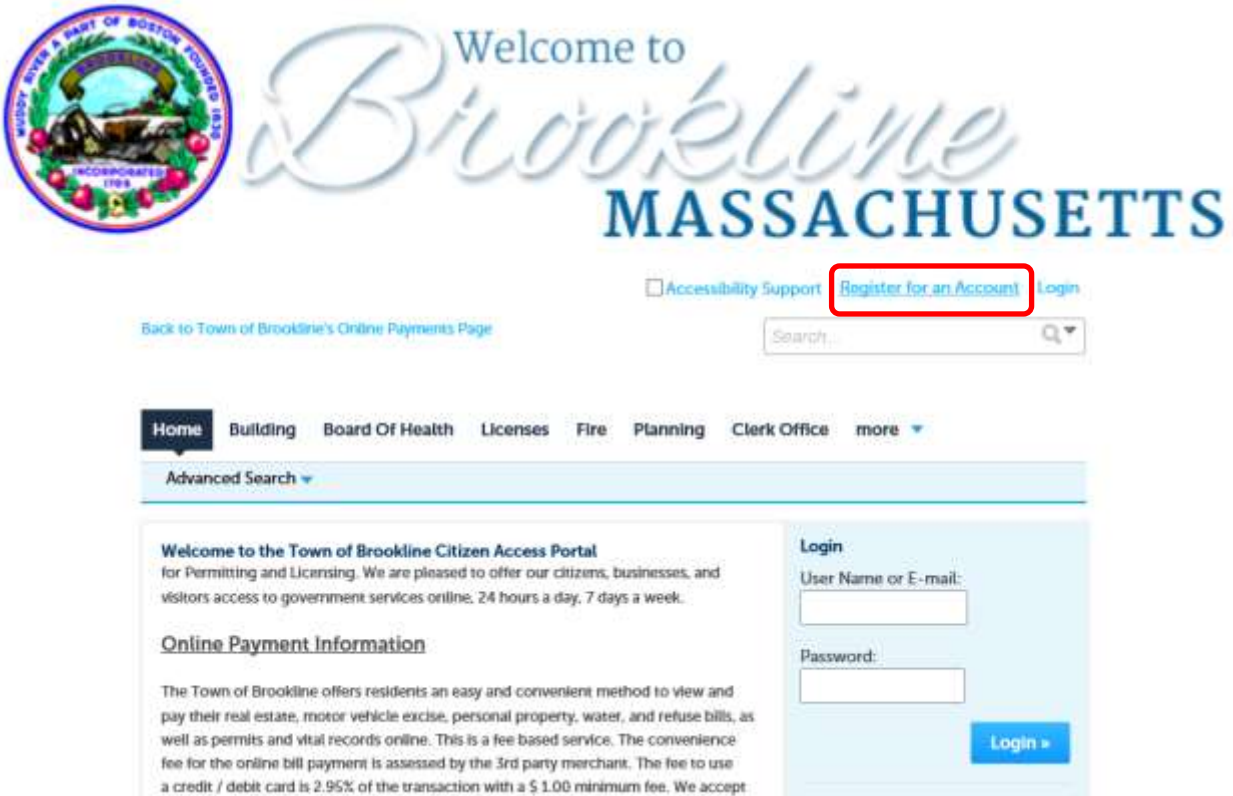
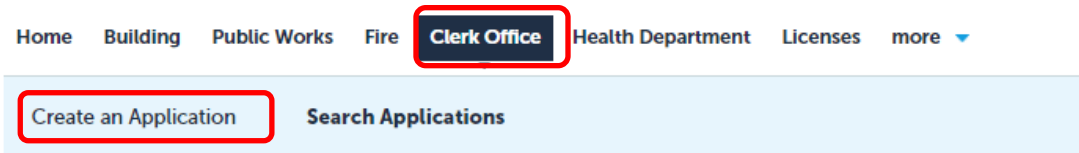


1. If you have not registered with the online system yet, click the [Register for an Account](#) link. For instructions on registering, please see <https://www.brooklinema.gov/DocumentCenter/View/12298>

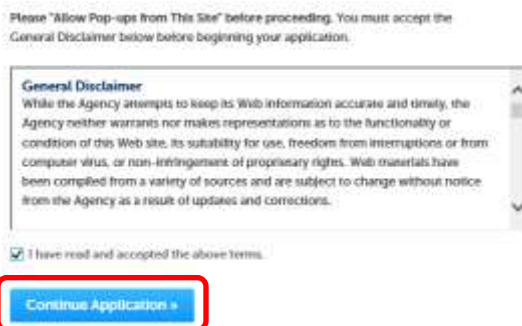


2. Once you have logged in, choose **Create an Application** from the **Clerk Office** menu:



Records

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



4. Expand the Clerk Office option and select Non-Resident Green Dog Registration Application, then click **Continue Application**

Create an Application Search Applications

Select a Record Type

Choose one of the following available record types. For assistance or to apply for a record type not listed below please contact us.

▼ ClerkOffice

- Non-Resident Green Dog Registration Application
- Resident Dog License Application

[Continue Application »](#)

5. Enter the applicant information – to use the information provided upon registering, click **Select from Account** otherwise, click **Add New** and enter the appropriate information.


Applicant

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

6. Enter all application information **Please note:** any field with a red asterisk is required:

Custom Fields

ANIMAL DESCRIPTION

* Name:	<input type="text"/>
Sex:	--Select-- ▾
* Spayed or Neutered:	<input type="radio"/> Yes <input type="radio"/> No
Dog Breed:	--Select-- ▾
Mixed Breed:	<input type="text"/>
* Dominant Color:	<input type="text"/>
Special Marks:	<input type="text"/>
Date of Birth:	MM/DD/YYYY 
* Age: Years:	<input type="text"/>
* Months:	<input type="text"/>
Microchip Number:	<input type="text"/>
Service Animal:	<input type="radio"/> Yes <input type="radio"/> No

7. Attach required documents 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 and proof of license in order for your application to be processed.

The maximum file size allowed is 650 MB.

ade;adp;bat;chm;cmd;com;cpl;exe;heic;hta;htm;html;ins;isp;jar;js;jse;lib;lnk;mde;mht;mhtml;msc;msp;mst;php;piif;scr;sct;shb;sys;vb;vbe;vbs;vxd;wsc are disallowed file types to upload.

Name	Type	Size	Latest Update	Action
No records found.				

Add

Save and resume later

Continue Application »

Once you have uploaded your Proof of License and Rabies Certificate, click **Continue Application**

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

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, complete, and correct 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.

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

Date: 12/13/2019

Continue Application »

Save and resume later

9. Pay for your application

Step 3: 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
Non Resident Green Dog Fee	1	\$150.00

TOTAL FEES: \$150.00

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

Continue Application »

Continue Shopping »

10. Once you click the green **Process Payment** button, your application is submitted.