

How to renew a Non-Resident Green Dog Certificate online

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> If you have already registered, please click the “Open Accela” button on the Green Dog Registration/Renewal page and follow this guide.



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



Records

Showing 1-2 of 2 | [Download results](#) | [Add to collection](#)

<input type="checkbox"/>	Date	Record Number	Record Type	Expiration Date	Status	Action
<input type="checkbox"/>	03/29/2023	NRGD-2023-000023-APP	Non-Resident Green Dog Registration Application		Issued	
<input type="checkbox"/>	03/29/2023	NRGD-2023-000023	Non-Resident Green Dog Registration	12/31/2022	Active	Renew Application (highlighted with a red box)

and then click the **Renew Application** link under the **Action** menu. **IMPORTANT:** If you do not see your record here, please email basupport@brooklinema.gov to link your certificate to your web account.

3. If there are any changes to the information on your certificate, please update as appropriate and then scroll down and add your Rabies Certificate and Proof of License.

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;pif;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

Once you save these documents, scroll to the bottom and click **Continue Application**:

Save and resume later

Continue Application »

- 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:

Save and resume later

Continue Application »

- Pay for your application

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 »

- Once you click the green **Process Payment** button, your renewal is submitted.