

## DOG/CAT LICENSING PROCEDURE

Your pet must be vaccinated for rabies by a licensed veterinarian. The veterinarian will then issue you a rabies certificate explaining the vaccination and the expiration date. Rabies vaccinations are good for one or three years. At the time of vaccination you will also be given a rabies tag. This rabies tag is not a license.

Marshfield city ordinance states all cats and dogs living within the city limits of Marshfield and are five months of age or older must be licensed on an annual basis. The license requirement is for your safety to ensure that the animals have had their proper shots. The license is also used for the safe return of your pets if they are lost.

You will then take the “rabies certificate” obtained from the veterinarian to the City Hall Plaza, located at 630 South Central Avenue and go to the City Treasurer’s office located on the fifth floor. Upon showing your certificate to the person in charge, he/she will issue the proper license. The treasurer’s office is open Monday through Friday, 8:00 a.m. to 5:00 p.m. The cost is as follows:

Dog: Neutered/spayed = \$8  
Cat: Neutered/spayed = \$6

Dog: Unneutered/unspayed = \$16  
Cat: Unneutered/unspayed = \$12

If for some reason you cannot make it to the treasurer’s office during business hours, you may have a friend or family member license the pet for you. Remember, however, to have them obtain the license in your name.

The license runs from January 1 through December 31. By law all pets must be licensed by March 31. If licensed after that date, a \$5 late fee is charged. The license must be renewed every year. **THE FINE FOR FAILURE TO LICENSE IS \$124.**

Marshfield also has a City Ordinance 9.52(3)(d)1 which states that a household may not have more than two dogs, cats, rabbits, guinea pigs, without a special written permit provided by an ordinance officer, following an inspection of the premises has been conducted and no nuisance will be created.