

CITY OF ELKHART, IOWA

PO BOX 77 - 260 NW Main Street

ELKHART, IA 50073

Phone: 515-367-4735

deputyclerk@cityofelkhart.com www.elkhartiowa.com

Licensing your pet is the law. The City of Elkhart Municipal Code 56.01 requires that anyone who owns, keeps, or possesses a dog or cat over the age of six months must have his or her pet registered with current rabies vaccination every year by July 31. A pet license identifies and protects your pet in case it becomes lost. Even indoor pets can get out and become lost. You are required to renew your license yearly, and keep your license updated when you move and/or your pet is given away, lost, stolen, or is deceased. A pet license is not only a requirement, but it provides the following benefits:

- A license tells everyone that your pet is not a homeless stray.
- When licensed, found pets can be quickly reunited with their owner.
- ANIMAL RESCUE LEAGUE will call you or send you a letter if your pet comes to the shelter wearing a license.
- Your license is proof that your pet has been vaccinated against rabies.
- Animal licensing is an essential part of animal care and control in our community. License fees support the return of lost dogs and cats to their homes and help adopt homeless dogs and cats to new families.

Be sure to always have the license tag on your pet's collar to help enable a quick return should they be found.

You may Register your pet in 5 ways: online (elkhartiowa.com), via Frontdesk account, via mail, email (deputyclerk@cityofelkhart.com) or in person at the Elkhart City Hall.

You will need the following paperwork:

1. A rabies vaccination **certificate** signed by a licensed veterinarian must be submitted. **An invoice or statement of services is not sufficient as proof of rabies vaccination.** Check your certificate for correct owner name, address, and pet information.

Online Registration Purchase

Any required documents, such as your pet's current rabies certificate, may be scanned and uploaded to deputyclerk@cityofelkhart.com or submitted later by mail or placed in our drop box. You may pay online \$5 fee per pet at elkhartiowa.com or call or stop by City Hall. The license will be issued after all required documents are received.

Front Desk Registration

When logging into your Front Desk account go under the Forms tab and then select a form to begin. Pet License should generate and then click Start Form. It should give you the option to pay the \$5 fee at this time as well.

By Mail

Please mail all required documentation as listed above, along with your check or money order payable to "City of Elkhart" to the address below. Please do not send cash. Please send copies of your paperwork and retain the originals for your records. Copies will not be returned with your license receipt.

City of Elkhart
260 NW Main St.
PO Box 77
Elkhart, IA 50073

In Person

You can also license and renew your pet license in person at the Elkhart City Hall via cash, check, or Debit/Credit Card. Our hours are 8AM-4:30PM, Monday thru Friday.

NOTE*****

City Code 55.20-It is unlawful for any person to keep or maintain at any one location within the City more than **four** types of animals, including (but not limited to) dogs, cats, ferrets, chickens, and pot-bellied pigs; unless expressly **approved** by Council.

Marissa Butler
Deputy/Utility Billing Clerk