

Dog Registration – Change of Details

PRIVACY NOTICE: SOUTH BURNETT REGIONAL COUNCIL IS COLLECTING YOUR PERSONAL INFORMATION FOR THE PURPOSE OF PROCESSING THIS FORM. COUNCIL WILL RETAIN THESE DETAILS FOR THE PURPOSE OF CONTACTING YOU WITH REGARDS TO ANY COUNCIL RELATED MATTERS. YOUR PERSONAL DETAILS ARE HANDLED IN ACCORDANCE WITH THE *INFORMATION PRIVACY ACT 2009* AND WILL BE USED FOR THE PURPOSES OF RESPONDING TO YOU AND WILL NOT BE DISCLOSED TO ANY OTHER PERSON OR AGENCY EXTERNAL TO COUNCIL WITHOUT YOUR CONSENT, UNLESS REQUIRED OR AUTHORISED BY LAW.

DOG DETAILS	
Animal ID:	Tag Number:
Animal ID:	Tag Number:

TICK AND COMPLETE THE RELEVANT SECTION/S ONLY

- | | | |
|---|---------------------------------------|---|
| <input type="checkbox"/> Change Registration status | <input type="checkbox"/> Remove Owner | <input type="checkbox"/> Receive Notice Via Email |
| <input type="checkbox"/> Change of Animal Location | <input type="checkbox"/> Add Owner | <input type="checkbox"/> Refund Request |

CHANGE OF REGISTRATION STATUS

- | |
|--|
| <input type="checkbox"/> Pension/ or DVA discount applies – Evidence must be provided |
| <input type="checkbox"/> Desexed – A copy of the sterilisation certificate or a Statutory Declaration declaring your dog has been desexed must be attached to this application |
| <input type="checkbox"/> Microchipped – Microchip number: |

Completion of this form will update South Burnett Regional Council’s Animal Registration record only. It is the owner’s responsibility to update records with the relevant microchip pet registry.

Cancellation of registration for one of the following reasons:

- | | |
|--|---|
| <input type="checkbox"/> No longer in my possession | <input type="checkbox"/> Deceased |
| <input type="checkbox"/> No longer reside in the SBRC Region | <input type="checkbox"/> Surrendered to Council, RSPCA or other |

Customers seeking a partial refund of fees are required to complete the Creditor Details form and the Statement of Supplier Form. Refunds will only be considered if applied for within the first 6 months of the registration period.

CURRENT REGISTERED OWNER/S

Surname:		Given Names:	
Business Phone:	A/H Phone:	Mobile:	
Email Address:		Fax:	
Street Address:			
Town / Suburb:		State:	Postcode:
Postal Address (if different from street address):			
Town / Suburb:		State:	Postcode:

I hereby authorise the changes to the registration of the abovementioned dog/s

Signature:

Date:

REMOVE OWNER/S DETAILS		
Surname:		Given Names:
Business Phone:	A/H Phone:	Mobile:
Email Address:		Fax:
Street Address:		
Town / Suburb:		State: Postcode:
Postal Address (if different from street address):		
Town / Suburb:		State: Postcode:
I hereby authorise the removal of my name from the registration of the abovementioned dog/s:		
Signature:		Date:
ADD OWNER NAME		
Surname:		Given Names:
Business Phone:	A/H Phone:	Mobile:
Email Address:		Fax:
Street Address:		
Town / Suburb:		State: Postcode:
Postal Address (if different from street address):		
Town / Suburb:		State: Postcode:
I hereby authorise the addition of my name to the registration of the abovementioned dog/s:		
Signature:		Date:
CHANGE OF LOCATION WHERE DOG/S ARE KEPT		
Previous Street Address:		
Town / Suburb:		State: Postcode:
New Street Address:		
Town / Suburb:		State: Postcode:

Whilst registration of your animal is mandatory under the State Government's *Animal Management (Cats and Dogs) Act 2008*, registration of the subject dog/s by a person does not infer or confer ownership of the animal. Notwithstanding, a person registering a dog is responsible for the subject animal and is liable for any fees, charges, penalties, restrictions or conditions of keeping relevant to the subject animal.

Office Use Only	
<input type="checkbox"/> P&R Updated	<input type="checkbox"/> Document Scanned & Attached in P&R
<input type="checkbox"/> Process Refund	Payment Request Authorised by (If Required) Signature: _____ Date: _____
Amount \$	