

WORKING DOG REGISTRATION APPLICATION FORM 2023-2024

Completing this form

- Complete all fields in BLOCK LETTERS.
- Attach supporting documentation.
- Complete associated statutory declaration and sign before an authorised witness.
- Application forms can be submitted in the following ways:
 - Post: Golden Plains Shire Council PO Box 111, Bannockburn, Victoria 3331
 - Email: enquiries@gplains.vic.gov.au
 - In Person at one of our two Customer Hubs:
 - 2 Pope Street, Bannockburn, Victoria 3331
 - 19 Heales St Smythesdale 3351

Important Information

- **Payment:** Required within 7 days from the date Council requests payment.
 - After this, if the animal is found at large, it will be impounded by Council and infringements may apply.
 - The animal/s is not registered until the correct payment is made in full.
- **Tags:** Your registration tag(s) will remain valid for the lifetime of your animal(s) provided the registration fee is paid annually. Replacement tags can be obtained free-of-charge from Councils Customer Hubs
- **Registration Year:** Registrations are due on 10 April every year.
- **Permits for Multiple Pets:** Under Council's Local Law No. 1 – General Public Amenity (2021), it is an offence to keep more than two [2] dogs on a property without a permit unless in a Farming Zone, where up to five (5) dogs can be kept. Contact Council for information and permit application forms.

Supporting documentation required

Primary production is defined as the maintenance of animals or poultry for the purpose of selling them or their natural increase or bodily produce under section 3 of the Domestic Animals Act 1994.

- Evidence of land being used for primary production and your main source of income is generated from primary production, OR
- Evidence of person employed by a primary producer.
 - *For example: Letter from employer confirming use and/or requirement of working dog in course of employment.*
- If self-employed and business activities on land used for primary production, then evidence of documentation relating to business supporting the use of/need for a working dog in course of business.

Definition of 'Working dog'

Means a dog that herds, droves, protects, tends or works stock on land used solely or primarily for primary production – section 3 Domestic Animals Act 1994 (VIC)

- Example breeds include but are not limited to: Border Collie, Kelpie, Heeler, Maremma.
- Dogs used for vermin control are **not** considered working dogs.

This page is intentionally blank

WORKING DOG REGISTRATION APPLICATION FORM 2023-2024

PART A: Owner Details

Full Name:	
Property Address:	
Suburb:	Postcode:
Postal Address (if different from above):	
Mobile:	Home Phone:
Email Address:	
Pension Number (please attach copy of pension card):	
Organisation Membership Number (please attach copy of membership card):	

PART B: Emergency Contact Details

Full Name:
Telephone:
Address (If address is different from owner): <i>Do you give authority for the animal to be dropped off to this contact address if picked up (Y/N)?</i>

PART C: Working dog and primary production information

Dog Ownership Criteria	YES	NO
<i>Primary production is defined as the maintenance of animals or poultry for the purpose of selling them or their natural increase or bodily produce under section 3 of the Domestic Animals Act 1994.</i>		
Are you, or are you contracted by, a primary producer?	<input type="checkbox"/>	<input type="checkbox"/>
Is your main source of income generated from primary production?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have documentation proving that your main source of income is generated from primary production?	<input type="checkbox"/>	<input type="checkbox"/>
<i>If you answered NO to any of these questions, your dog(s) does not qualify and cannot be registered as a working dog.</i>		
Working Dog Criteria	YES	NO
Working dog means a dog that herds, droves, protects, tends or works stock on land used solely or primarily for primary production under section 3 of the Domestic Animals Act 1994.		
Does your dog herd, drove, protect, tend or work stock?	<input type="checkbox"/>	<input type="checkbox"/>
Does your dog work (as per the definition above) on land used mainly for primary production?	<input type="checkbox"/>	<input type="checkbox"/>
<i>If you answered NO to any of these questions, your dog(s) does not qualify and cannot be registered as a working dog.</i>		

PART D: Animal details

	Animal 1	Animal 2
Animal Name		
Breed		
Colour/ Markings		
Age		
Sex (M/F)		
Sterile (Y/N) <i>(sterilisation cert must be provided)</i>		
Microchip Number <i>(please use sticker if provided to you)</i>		
	Animal 3	Animal 4
Animal Name		
Breed		
Colour/ Markings		
Age		
Sex (M/F)		
Sterile (Y/N) <i>(sterilisation cert must be provided)</i>		
Microchip Number <i>(Please use sticker if provided to you)</i>		

PART E: Transfers from another Municipality

Provide details below if you are applying to transfer animal registration(s) from another municipality within Victoria

	Animal Name	Council where registered	Current Tag No.
Animal 1			
Animal 2			
Animal 3			
Animal 4			

PART F: Statutory Declaration

Please complete the associated statutory declaration form, on page 4. There is space for any additional information about your application to register your dog(s) as working dogs. By completing this, you are also declaring that the information included in this working dog application is true and correct. You can be liable to the penalties of perjury if the statutory declaration is false.

Please note: The statutory declaration must be signed before an authorised witness. A list of authorised witnesses can be found on Departments of Justice and Community Safety's website on: <https://www.justice.vic.gov.au/statdecs>

Office Use Only

Tag No.		Fee		Issuing Officer		Receipt No.	
Tag No.		Fee		Issuing Officer		Receipt No.	

Applicant/Owner Declaration

I, the owner, have completed all details on this form and declare that all information provided is true and correct. I understand that failure to disclose that my dog is declared menacing or dangerous, or is a restricted breed *, may result in the issuing of an infringement(s) or a summons to the Magistrates' Court. [*As listed on page 1 – if restricted breed or declared menacing or dangerous dog; **separate application applies for dangerous and restricted breed dogs**].

I, the owner, am aware that pursuant to the Domestic Animals Act 1994 (Vic) I am responsible for the actions of my animal, this includes, but is not limited to, if found outside of my property or involved in an attack. I understand that Council has several options including the issuing of an infringement(s) or a summons to the Magistrates' Court for breaches of the Domestic Animals Act 1994 (Vic).

Signature		Date	
------------------	--	-------------	--

Payment Details

Please select one of the following payment methods by ticking the appropriate box

Cheque/ Money Order		In Person		Call me for payment	
----------------------------	--	------------------	--	----------------------------	--

Contact for payment will be made after the Community Safety Team has assessed the application.

Privacy Statement

The Golden Plains Shire considers that the responsible handling of personal information is a key aspect of democratic governance and is strongly committed to protecting an individual's right to privacy. Council will comply with the Information Privacy Principles as set out in the Privacy & Data Protection Act 2014. The personal information required on this form will only be used by Council for the purpose of property related issues. The information will not be disclosed to any other party unless Council is required to do so by law. You can view and change the information by contacting Customer Experience on 5220 7111.