



OFFICE OF THE BOROUGH CLERK

BOROUGH OF ROSELLE PARK

110 EAST WESTFIELD AVENUE, ROSELLE PARK, NJ 07204

WWW.ROSELLEPARK.NET

DOG & CAT LICENSING PROCEDURES

General Requirements: If you are a resident of the Borough of Roselle Park and own a dog or cat that has attained the age of seven (7) months or which possesses a set of permanent teeth you must obtain an animal license from the Borough of Roselle Park.

Residents who meet the “general requirement” listed above must adhere to the following procedure:

STEP 1: Present the Borough Clerk’s Office with a copy of your animal’s rabies vaccination certificate valid through October 31st of the current licensing year.

Pursuant to New Jersey State Department of Health regulations, any dog whose rabies shot expires between January 1st and October 31st must be immunized before a 2018 license can be issued. The Borough cannot waive this requirement unless a written, health related exemption is provided by your pet’s veterinarian.

STEP 2: Remit payment in cash or check to the “Borough of Roselle Park” based on the following fee schedule:

	Dogs	Cats
Spayed/Neutered	\$17.00	\$10.00
Non-Spayed/Neutered	\$20.00	\$15.00

STEP 3: Upon presenting adequate proof of rabies vaccination and payment, a license and tag will be issued in sequential number.

STEP 4: All animal licenses expire on December 31st and must be renewed no later than January 31st of the ensuing licensing year.

For example, licenses expiring December 31, 2018 must be renewed no later than January 31, 2019. Licenses renewed after January 31st will be subject to a late fee of \$2.00 per month (not to exceed \$10.00) and may be subject to a summons.

PROOF OF RABIES VACCINATION AND PAYMENT CAN BE MAILED TO THE FOLLOWING ADDRESS OR DELIVERED IN-PERSON MONDAY THROUGH FRIDAY, FROM 8:30 A.M. TO 4:30 P.M.

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Questions? Please call 908-245-6222 x. 1000 & 1001