



CORY JOHNSON
GUERNSEY COUNTY AUDITOR

627 WHEELING AVE, SUITE 203
CAMBRIDGE, OHIO 43725

OFFICE HOURS
8:00 AM - 4:00 PM
Weekdays
(740) 432-9240 option 3

INSTRUCTIONS FOR GUERNSEY COUNTY 2024 DOG LICENSES:

IT'S THE LAW (ORC 955.01)
All dogs three months of age or older must be licensed. No dog shall be harbored, kept, or owned without displaying a valid registration tag.

ON-LINE

Register your dog on-line at www.doglicenses.us/OH/Guernsey/. Credit card payments only; \$2.25 per dog processing fee applies. Use the Account ID and Password listed below to access your pre-filled form.

Table with 4 columns: License Type, 1 YR, 3 YR, Permanent. Rows: Before Jan 31st, After Jan 31st.

BY MAIL

Account ID: Password:

- 1 - Complete this form. Be sure the correct owner, street address, and pet description(s) appear on the application.
2 - Use this form to register 1 to 5 dogs. If you have more than 5 dogs, please list them on a separate sheet of paper and return it with this form. Ohio law requires a license for every dog more than 3 months old.
Dogs may be registered for a 1 year or 3 year term, or permanently. For each dog, choose the "Term" (1, 3, or P) and fill in the "Fee Paid" based on the fee structure above.
3 - If you no longer own the dog(s) please contact our office or mark through the appropriate line below and return the form so we can update our records.
4 - Enclose a check or money order for the correct fees payable to: Guernsey County Auditor. Please do not send cash. On or before January 31, the one year licensing fee is \$16.00 per dog. After January 31, statutory late penalty increases the licensing fee to \$32.00 per dog. Licenses will be returned in the mail with your receipt. All dog registrations are non-refundable.
5 - Please return the application and check or money order with a self-addressed stamped envelope to our office.

IN PERSON

You may purchase tag(s) in person at: Guernsey County Auditor's Office. Please bring the attached form when purchasing.

NO CREDIT OR DEBIT CARDS ACCEPTED IN PERSON. CASH OR CHECK ONLY PLEASE.

3 Year and Permanent licenses may only be purchased online, by mail, or in person at the County Auditor's office.

Certificates of registration and registration tags shall be valid only during the CALENDAR YEAR or YEARS for which they are issued. ORC Sec 955.09.

-----Detach and Return Application with Payment-----

Color Codes: BL=Black; WH=White; GR=Gray; BD=Brindle; TA=Tan; BR=Brown; YE=Yellow; RE=Red

Term Codes: 1=1 Year Tag; 3=3 Year Tag; P=Permanent Tag

APPLICATION for the registration of dog(s) for the year 2024

CORY JOHNSON, Guernsey County Auditor
627 WHEELING AVE, STE 203; CAMBRIDGE, OH 43725

Table with columns: Age (YRs, MOs), Sex (M/F), Color (BL, WH, GR, BD, TA, BR, YE, RE), Hair (S/M/L), Breed, Term (1/3/P), Fee Paid, Penalty, No Longer Owned, Office Use (2024 License #).

A penalty shall be assessed if Dog License is not secured on or before January 31, or within 30 days after the dog becomes 3 months of age, is acquired, or is brought from outside the state. ORC Sec 955.01, 05. Total Fee Paid \$

Owner Information

Name:
Street Address:
Mailing Address:
if different(e.g. P.O. Box)
City: State: ZipCode:

The undersigned says that the facts indicated above ARE TRUE.

Signature of Applicant
Phone # Date Signed
Email
Deputy or Agent