



# APPLICATION FOR APPROVED OWNER STATUS

## When can I make an application?

New applications must be received and approved prior to **31st May** so the Approved Dog Owner Status can apply for the next licensing period commencing **1 July**.

## What do I need to do?

In order for the application to proceed you must declare that the statements below are correct and true. A false declaration can result in a fine.

**An application fee of \$33 is payable on submission.**

I \_\_\_\_\_ hereby make application to be considered for Approved Owner Status operated by the Kapiti Coast District Council to meet all the following conditions and requirements listed below:

- a. In the last two years I have not:
  - i. Owned a dog that has been impounded, chased or returned home by the Kapiti Coast District Council Animal Control staff or been the subject of any justified complaint.
  - ii. Been issued with an infringement notice or prosecuted for any dog related offence.
- b. My dog registration fees for the past year were paid on or before 31 July.
- c. Any information regarding the purchase of, death, sale or transfer of dogs to and from my property, including movement of any pups born on the premises, will be notified in writing to the Kapiti Coast District Council within 14 days.
- d. My property is securely fenced to ensure my dog(s) are fully contained and there is unhindered access to one of my doors. (Please note, the full property does not have to be fenced, but dogs must be securely contained. This application is subject to a property inspection by an Animal Control Officer. Council may also carry out random inspections to ensure continuing compliance).
- e. All dog(s) owned or kept by me will be controlled in accordance with the Dog Control Act 1996 and the Kapiti Coast District Council's current Dog Control Bylaws (copy available on request).
- f. I have been a recorded dog owner and resided within the Kapiti Coast District Council area for at least 12 months. (If an owner has not been a recorded dog owner and resided within the Kapiti Coast District Council for at least one year but can produce written evidence that they have had a classification with criteria similar in most respects to those included here in another territorial authority they may be considered to have fulfilled this condition.)
- g. Any faecal matter (droppings) deposited by my dog(s) in any public place or on any land other than that occupied by me will be removed immediately and deposited in a suitable receptacle.
- h. Any change of residential address within the Kapiti Coast will be notified in writing to the Council within 14 days.
- i. To provide dog owner's full name, date of birth to the Kapiti Coast District Council as required under the Dog Control Act 1996 – Section 34 – Dogs Register.
- I understand that any breach of the above conditions will lead to the immediate cancellation of my privileges under this policy.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: \_\_\_\_\_ Hm \_\_\_\_\_ Wk \_\_\_\_\_ Mobile \_\_\_\_\_

Address: \_\_\_\_\_

**Please Note:** That by signing this form you are stating that the information on this form is true and correct. Making a false statement in relation to dog registration is an offence against section 41 of the Dog Control Act 1996. Any person being found to have made a false statement in relation to dog registration may upon summary conviction be fined up to \$3000.00 or be issued an infringement notice of \$750.00 as per schedule one of the Dog Control Act 1996.

Please complete and return this form promptly to any Council Service Centre or mail directly to:

**Animal Control  
Kapiti Coast District Council  
Private Bag 60601, Paraparaumu, 5254**

**You will be advised of the decision once your application has been considered**

**FOR OFFICE USE ONLY:**

Receipt number:	Date Application Received:	Owner No:	Date Computer Check:	Approved	
	Actioned By:			Yes: <input type="checkbox"/>	No: <input type="checkbox"/>