

POTSDAM TOWN CLERK
18 Elm Street
Potsdam NY 13676
315-265-3430

Cindy Goliber, Town Clerk
townclerk@potdamny.us

Karen McAllister, Deputy
deputyclerk@potdamny.us

Dog License Information

- All dogs 4 months old or more must be licensed per Town Law
- The fee for spay/neutered dogs is \$5.00. **(Proof must be provided when licensing for the first time or if dog is altered upon renewal.)**
- The fee for unspayed/unneutered dogs is \$15.00. A valid rabies certificate must be provided at the time of licensing or relicensing.
- Licenses are annual and must be renewed each year.
- Licenses may be obtained by mail or in person at 18 Elm Street, Potsdam, NY.
- For Purebred Licensing information contact the Town Clerk's Office.

Name: _____ Phone number: _____

Mailing address: _____ NY _____

Physical Address (if using PO Box): _____

Dog Breed: _____ Color: _____

Dog's Name _____ Year Born _____

Chip Number: _____ Type of License: Female Spayed \$5.00 _____

Male Neutered \$5.00 _____

Female Unspayed \$15.00 _____

Male Unneutered \$15.00 _____

Checklist:

1. Rabies Form Provided (first time license and after re-vaccinations) _____
2. Spay Neuter Form Provided (first time license only) _____
3. Check Payable to Potsdam Town Clerk (\$5.00/altered dogs \$15.00/unaltered dogs) _____
4. By mail send check and completed form and required forms to Potsdam Town Clerk – 18 Elm Street – Potsdam, NY 13676.
5. In person bring required forms to Town Clerk's Office, 18 Elm Street, Potsdam, NY. Cash or check accepted and credit or debit cards incur an additional \$2.00 fee.