

Frequently Asked Questions:

Dog Licensing

WHICH DOGS MUST BE LICENSED?

State of New Hampshire RSA 466:1 Every owner or keeper of a dog 4 months old or over shall annually, cause it to be registered, numbered, described, and licensed for one year in the office of the clerk of the city or town in which the dog is kept, and shall cause it to wear around its neck a collar to which shall be attached a metal tag with the following information thereon: the name of the city or town, year of issue of license and its registered number. The tag and license shall be furnished by the clerk at the expense of the city or town. Regardless of when the license is obtained, the license shall be effective from May 1st of each year to April 30th of the subsequent year.

WHAT DO I NEED TO LICENSE MY DOG?

State law requires that before a license is issued, the owner or keeper of a dog must furnish proof to the town or city clerk that the dog has been vaccinated against rabies.

New dog: The owner or keeper will need to produce a valid rabies vaccination certificate showing the dog's information with a valid rabies expiration date. In addition, if the dog has been spayed or neutered, the owner or keeper will need to show a copy of spay or neuter certificate. Copies of rabies and spay or neuter certificates will be accepted in person, through the mail, fax, or e-mail.

Renewal for existing dog: The owner or keeper will need to show a copy of an updated rabies vaccination certificate with a valid rabies expiration date. In addition, if the dog has been spayed or neutered since last registration, the owner or keeper will need to show a copy of spay or neuter certificate. Copies of rabies and spay or neuter certificates will be accepted in person, through the mail, fax, or e-mail.

By State law, veterinarians are required to notify the Town Clerk when a rabies vaccination is issued. When this occurs, you will then receive a postcard in the mail from the Town Clerk's Office reminding you to license your dog if your dog has not already been licensed.

The Town Clerk's Office mails out yearly reminders to owners with currently registered dogs reminding them that dog licenses are due April 30th.

HOW MUCH DOES IT COST?

Puppy (4 to 7 months old):	\$6.50
Adult Dog (spayed/neutered):	\$6.50
Adult Dog (not spayed/neutered):	\$9.00
Dog owned by Sr. Citizen (65+ 1 st dog only)	\$2.00
Group Dog License (5 or more dogs)	\$20.00
Late charges on renewals:	\$1.00 per month beginning June 1st

HOW DO I LICENSE MY DOG?

There are three options you may choose to use when registering your dog(s):

In person: You may register your dog(s) in person at Town Hall in the Town Clerk's Office, 16 Main Street during our regular office hours, Monday thru Friday, 8:00am – 4:00pm.

By mail: You may register your dog(s) by mail. The application form to register by mail is available on the Town of Goffstown website, www.Goffstown.com, by clicking on “Forms” then “Dog License Application”. Please follow the instructions on the registration form, include the appropriate fee and mail it to the Town Clerk’s Office.

Online: You may register your dog(s) online. Go to www.Goffstown.com and click on the dog-E-Reg plate. Follow the on screen instructions. You will need your checking account number and bank routing number to complete the transaction. We will receive your request electronically and print out a check, process your transaction and mail you your new tag and dog license.



WHAT HAPPENS IF I DON'T LICENSE MY DOG?

Failure to license your dog is a violation of State law. In addition to the annual license fee you will be charged a late fee of \$1.00 per month, per dog for each month (or part of month) after June 1st. A civil forfeiture fee may also be assessed in the amount of \$25.00, which is payable within fifteen (15) days of the notice of failure to register dog(s). If the forfeiture fee is not paid within that time, a summons to appear in court shall be issued in accordance with State law requirements.

Refer to NH RSA 466:13 for State law.

I NO LONGER OWN OR HAVE A DOG, WHAT SHOULD I DO?

Please let us know. Contact the Town Clerk’s Office at (603) 497-8990 x109, E-mail at CBall@GoffstownNH.gov, or Fax at (603) 497-5710. We will then update our records so that you do not receive any future notices.