



## SCHEDULE "C" TO BY-LAW 63-2022

### KENNEL LICENSE APPLICATION

1. New Kennels shall be accompanied by the following:
  - Map or drawing of the location and size of the kennel;
  - Proof of zoning approval for the said location;
  - A report from the London Humane Society, or appointed official from the Municipality to conduct inspections that the premises are suitable for the keeping and raising of dogs;
  - Proof of vaccination against rabies for all dogs four (4) months of age kept at a breeding kennel;
  - Proof of one million dollar liability Insurance covering the twelve-month period during which licensing is sought naming the Municipality as an additional insured and shall be notified of any cancellation, termination or expiration of the policy; and
  - Payment of the applicable fee, as per the current Tariff of Fees By-law.
  
2. Renewal of kennel License shall do the following:
  - Proof of one million dollar liability Insurance covering the twelve-month period during which licensing is sought naming the Municipality as an additional insured and shall be notified of any cancellation, termination or expiration of the policy; and
  - Payment of the applicable fee, as per the current Tariff of Fees By-law.
  
3. Submit the completed application, with payment in one of the following ways:
  - a) In person, at the Municipal Office by cash, debit or cheque. Office hours are 8:30 a.m. to 4:30 p.m., located at 4305 Hamilton Road, Dorchester, ON N0L 1G3; or
  - b) By mail with a cheque or money order. Please print "kennel License" on the back of the cheque with the number of dogs. Please make all cheques payable to the **"MUNICIPALITY OF THAMES CENTRE"**. If a receipt is required, please mail the complete bill together with a stamped, self-addressed envelope. Receipts are valid when cheques clear.
  
4. A return payment fee will be added for any payment that has been submitted that has "Non-Sufficient Funds" as per the current Tariff of Fees By-law.

Kennel License renewal may be subject to periodic inspections by the London Humane Society or an appointed official from the Municipality to conduct inspections that the premises are suitable for the keeping and raising of dogs.

For additional information regarding Kennel Licensing, please contact the Municipality of Thames Centre By-Law Enforcement Officer at 519-268-7334 ext. 240.

**ANY OWNER WHO FAILS TO COMPLY WITH ANY PROVISION IN THIS BY-LAW  
IS GUILTY OF AN OFFENCE UNDER THE PROVINCIAL OFFENCES ACT.**



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KENNEL LICENSE APPLICATION**

**Please complete and submit form with the appropriate payment  
to the Municipality of Thames Centre.**

**Kennel Owner Information:**

Kennel Owner Name: \_\_\_\_\_

Kennel Name: \_\_\_\_\_

Property Address of Kennel: \_\_\_\_\_

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

E-mail: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Kennel Information:**

Boarding Kennel       Breeding Kennel

**For Municipality Use Only:**

Approved       Denied

Issuing Officer: \_\_\_\_\_ Date: \_\_\_\_\_

I hereby verify that the information provided herein is true and correct and by signing this application, I agree to conform to all Municipal By-laws and understand failing to do so may result in fines or the revocation of my Kennel License.

In addition, I release my personal information and consent that I may be contacted by the Municipality of Thames Centre and/or an approved 3<sup>rd</sup> party contractor.

Owner Name: \_\_\_\_\_

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

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

Personal information contained on this form is collected pursuant to *The Municipal Freedom of Information and Protection of Privacy Act*, and will be used for the purpose of Dog Licensing and Canine Control. Questions about this collection should be directed to the FOI Coordinator, The Corporation of Municipality of Thames Centre at 4305 Hamilton Rd, Dorchester, ON N0L 1G3