



Animal Adoption Center

702 N. Grimes
Hobbs, NM 88240
575-397-9323

DOG AND CAT LICENSING AND RENEWAL PROCESS

- The owner must fill out the License Application.
 - For phone applications, print the form and complete before calling.
 - Original application with veterinary information section completed must be mailed with the fee.

- When applications are filled or taken at the Adoption Center, owners of pets must bring proof of rabies vaccinations and/or sterilization.
 1. Dog or cat must have current rabies vaccination prior to applying for the license.
 2. If dog or cat is not sterilized, the licensing fee is **\$15.00 per animal**. If owner has proof of sterilization, the licensing fee is **\$5.00 per animal**. **The owner must be able to provide proof of a current rabies vaccination for each animal.**
 3. Senior citizens (65 years of age or older) or persons with disabilities are exempt from license fees providing that the animal is sterilized and current on rabies vaccinations.
 4. Dogs or cats in temporary foster or rescue homes are exempt from the licensing requirement.
 5. Dogs or cats which have verifiable show participation are exempt from the additional fee for not being sterilized.

- License Application will be reviewed by Adoption Center Staff to verify all required information has been included.
 1. Adoption Center Staff will assign a numbered tag for each application (**a separate application must be filled out for each individual pet**) and issue license certificate.
 2. Staff will collect fees and make copies of the application and license certificate for the Adoption Center records (original certificate and copy of application are provided to the pet owner).

- **All Applications expire on December 31st of the year the license was purchased.**

- **All dog and cat owners are responsible for renewing their City License within 30 days of the expiration of the license.**

- The same tag number will be renewed each year.

- **If a tag is lost, stolen or damaged then a replacement tag must be purchased for \$10.00.**