

# Application for preferred owner status

## Information Sheet

You may be eligible for reduced dog registration costs.

### Dog registration – due annually in July

All dogs must be registered by three months of age.

It is a legal requirement to update your local council in writing of any deaths, sales or transfers to or from your ownership (including pups born to your dog/s), or if your dog has been lost.

### Dog exercise areas

Guidelines on where you can exercise your dog can be found in Tararua District Council's 'Dog Owners Handbook'. These are available from all of Council's service centres, or on our website: [www.tararuadc.govt.nz](http://www.tararuadc.govt.nz).

### Recommended kenneling and run sizes

Animal housing areas, whether for single or group housing, must provide at least enough space for each animal held to feed, sleep, sit, stand, lie with limbs extended, stretch and move about.

The kennel box is to be of sufficient size to allow the dog adequate shelter from the elements and space to turn around.

The run area allows the dog to defecate and urinate in a separate area and allows the dog suitable space to exercise. See guidance table below.



Dog size	Kennel	Run/exercise area	Minimum fence height
Small dogs (less than 7kg, e.g. toy breeds)	500mm x 500mm, plus run: 600mm x 1m	3m x 2m for one dog (add 1m each way for each additional dog allowed to exercise in that area).	1m
Medium dogs (7-20kg, e.g. Cocker spaniels, Shetland sheepdogs)	600mm x 700mm, plus run: 800mm x 1m	3m x 3m for one dog (add 1m each way for each additional dog allowed to exercise in that area).	1.6m
Large dogs (20-40kg, e.g. Labradors, Dobermans)	800mm x 800mm, plus run: 1m x 800mm	4m x 4m for one dog (add 1m each way for each additional dog allowed to exercise in that area).	1.6m
Extra large dogs (>40kg, e.g. Great Danes, St Bernards)	1.2m x 1.2m, plus run: 1.2m x 2.4m	5m x 5m for one dog (add 1m each way for each additional dog allowed to exercise in that area).	1.6m

---

## Opening hours and contact details

### Animal Centre

The Animal Centre houses the Dannevirke Pound, and is located on Easton Street, Dannevirke.

Pound opening hours: by arrangement, 8:00am to 5:00pm.  
Please contact 06 374 4080.

### Tararua District Council

PO Box 115  
Dannevirke 4942

Email: [info@tararua.govt.nz](mailto:info@tararua.govt.nz)

### Dannevirke Service Centre

26 Gordon Street, Dannevirke

Monday-Friday 8:00am to 5:00pm

Phone: 06 374 4080 (24 hours) | Fax: 06 374 4137

### Eketahuna Service Centre & Library

31 Main Street, Eketahuna

Monday-Friday 10:30am to 12:30pm & 1:00pm to 4:30pm

Phone: 06 376 0219 (24 hours) | Fax: 06 376 8181

### Pahiatua Service Centre

136 Main Street, Pahiatua

Monday-Friday 8:00am to 4:30pm

Phone: 06 376 0110 (24 hours) | Fax: 06 376 0113

### Woodville Service Centre & Library

45 Vogel Street, Woodville

Monday-Friday 9:00am to 12:30pm & 1:20pm to 5:00pm

Phone: 06 376 0200 (24 hours) | Fax: 06 376 1025

# Application for preferred owner status

## Please read this first

This form will be scanned by electronic equipment. It is important that you:

- use a blue or black pen to complete this form; and
- print clearly.

Applications for preferred owner status open in the third week of August and close on the last Friday of April.

Please refer to Tararua District Council's 'Fees and Charges' for the current application fee.

## Dog owner details (Please print in CAPITALS)

Title:  Mr  Mrs  Miss  Ms

First names

Surname

Residential address

Town

Postal address

Town

Postcode

Home phone number

Work phone number

Mobile phone number

Email

Owner's date of birth

## Details of dog(s)

	Dog name	Breed	Colour	Sex	Age	Tag No.	Dog ID
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

The following may only be completed if you have a permit to keep more than two domestic dogs.

3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

## Office use only

NAR

Date received  /  / 20

Receipt number

---

## Compulsory criteria

The preferred owner status acknowledges exemplary dog owners by offering reduced registration fees. This classification is subject to the completion of this form and demonstration that the following criteria are met:

1. Adequate housing for the dogs. (*Tick one*)

**Fencing/Containment**

Dog is contained in a manner so that it is unable to freely leave the property. This may include a securely fenced area that is suitable to contain the size and breed type of the dog. Preferably there is access to at least one door to the dwelling/premises without having to enter the area where the dog is kept. The dog must also have adequate shelter (see suggested kennel/run sizes on the Preferred Owner Application Information Sheet).

**Inside dog**

Dog that is kept predominantly inside.

2. No impounding, infringements, justified complaints, or late registration payments/penalties within the last two years.
3. Existing dog numbers comply with Tararua District Council Bylaws. (A permit is required if you keep three or more dogs on a property less than one hectare.)
4. All dogs owned or kept by you must have a current registration at all times and comply with microchipping requirements.

Any breaches of these criteria may result in cancellation of your preferred owner classification.

---

## Signature

By applying for preferred owner status you are agreeing to the following terms and conditions:

- Tararua District Council must be notified of any change in ownership, address, or location of your dog(s). Depending on criteria you've previously met for the preferred owner status, you may require an additional property visit.
- The Council reserves the right to decline or cancel any preferred owner application/classification and, in doing so, shall confirm the reasons for the refusal/cancellation in writing.
- Your dog must be registered for at least a year before you are eligible to apply for preferred owner status.
- The reduced fee for approved applications is effective from the following registration year.
- All approvals are subject to a satisfactory property inspection and administrative checks.
- All dog(s) owned or kept by you must be kept under proper control at all times.
- Registration fees for each year are due annually between 1 July and 31 July. Payment of registration fees made after 31 July may result in the cancellation of your preferred owner classification, and you will be unable to reapply for one full registration year following.

Signature of applicant

/  / 2 0

Date

# Cancellation of preferred owner status

Cancellation of the preferred owner status may occur in the following situations:

- If the owner is convicted of an offence under the Dog Control Act 1996 or the Animal Welfare Act 1999, the owner will never be permitted to obtain the preferred owner status for any dog.
- If the owner is issued with an infringement notice for any dog under the Dog Control Act 1996, the owner will lose the preferred owner status for all dogs immediately and will not be reinstated until reapplication the following full registration year.
- If any dog in the care of the owner is impounded, the owner may lose the preferred owner status for all dogs immediately and will not be reinstated until reapplication the following full registration year upon application and approval.
- If an owner has one substantiated complaint, the owner may lose the preferred owner status for all dogs immediately and will not be reinstated until reapplication the following full registration year.
- If the owner fails to pay dog registration fees by 1 August, all dogs may lose the preferred owner status and will not be reinstated until the following full registration year after the registration payment is made by 31 July. Cancellation is effective from 1 August annually.
- Failure to notify Council in writing within 14 days of any deaths, sales, or transfer of dogs to or from your ownership, or changes of residential address.
- At any other time where an animal control officer deems there has been a breach of the Dog Control Act 1996, preferred owner status may be cancelled.

## Office use only

### Admin check

- Dog(s) currently registered:  Yes  No
- Justified complaint in the last 2 years:  Yes  No
- Prosecution/Infringements:  Yes  No
- Impounding:  Yes  No
- Permit for three or more dogs:  Yes  No
- Dog microchipped if first registered after 1 July 2006:  Yes  No
- Valid Application?**  Yes  No

### Property check

Date of property inspection

/  / 2 0

Adequate fencing:  Pass  Fail

Suitable kennelling:  Pass  Fail

Water available:  Pass  Fail

### Preferred owner status granting

Approved  Declined

Reason declined:

Approved/Decline letter sent:

Authority records updated:

Sent to Records for scanning:

Dog Control Officer

/  / 2 0   
Date