

## UPDATE YOUR OWNER/DOG DETAILS

Please fill in new workers' details so that this may be held on the farm for further reference.  
Please inform the Wairoa District Council of a new worker on the farm.

Station name:		Manager:	
Worker name:		D.O.B:	
Contact Number:		E-Mail Address:	
Address:			

NAME	BREED	AGE	COLOR	SEX	CLASS W/M/D/S*

\*Classes: W - Working | M - Menacing | D - Dangerous | S - Standard (all other dogs)

# WORKING DOG REGISTRATION INFORMATION BOOKLET



**TE WAIROA**  
WAIROA DISTRICT

## WAIROA ANIMAL CONTROL

The Compliance Team at the Wairoa District Council would like to work with farm owners, managers and shepherds in the Wairoa District for annual dog registrations.

Annual dog registrations are due between 1st of June and 31st of August. Depending on the amount of dogs registered and if full timely payment is received a discount may be issued for farms.

## OBLIGATIONS OF DOG OWNER

The owner of any dog must ensure that the dog receives proper care and attention and is supplied with proper and sufficient food, water, and shelter; and ensure that the dog receives adequate exercise.

Safety around dogs is a combination of good law, good enforcement, compliance by dog owners and community support.

## REGISTRATION

The Dog Control Act 1996 requires all dogs over 3 months old to be registered with their local council annually. Registration fees are set by councils.

## PROOF OF CLASS OF DOG

If the territorial authority (WDC) fixes a fee for the registration of a working dog that is lower than that fixed for any other dog. Any person claiming to register any dog as a working dog must provide a written statement that the dog is a working dog.

## TRANSFERRING YOUR DOG

A dog has to be registered at any place that it is held for one month or more. Within six weeks the owner has to give written notice to the territorial authority in whose district the dog is being transferred to, setting out the address at which the dog will ordinarily be kept.

Where an unregistered dog is purchased or otherwise acquired, an application to register the dog must be made immediately or before the dog reaches the age of three months, whichever is the latter.

## PROPERTY INSPECTIONS

Annually the WDC Compliance Team will conduct property inspections in urban and rural areas to verify dog numbers in the Wairoa District. This may be done at any time during appropriate hours.

## MISSING DOGS

If your dog(s) is missing for any reason please inform the Wairoa District Council Compliance team as soon as possible. This service operates 24/7, we may also put out an alert in the area your dog(s) could be.

It is also a good idea to try checking local community pages on Facebook to find out if someone has found your dog.



## OWNER FILE

Do you have an owner file with the Wairoa District Council? It takes less than five minutes to set one up. This will give you an owner number that will be on your file for all details and payment transactions.

All we need is:

- Name/date of birth/contact number and email
- Dog details - name/breed/age/color and class (working, standard or menacing.)

## UPDATE YOUR OWNER DETAILS

Ensuring that your dog owner file is up to date will stop any confusion with the farm you are now working on. If they include your dogs on their registration it will make the process faster.

Complete the form on the back in BLOCK LETTERS. The form will stay on the farm but a copy needs to be sent through to the Wairoa District Council.

Fax: +64 (06) 838 8874

Email: [compliance@wairoadc.govt.nz](mailto:compliance@wairoadc.govt.nz)

Address: 97-103 Queen Street

Postal: P.O. Box 54, Wairoa 4160, Hawkes Bay

## UPDATE YOUR OWNER DETAILS ONLINE

You can also change your details online. Please visit our website for more information. You must have your owner number if you wish to pay online.

<https://www.wairoadc.govt.nz/services/animal-education/dog-owners/working-dog-registration>

**PLEASE ENSURE THAT WHEN MAKING ONLINE PAYMENTS THAT YOU PROVIDE SUFFICIENT REFERENCE DETAILS SO OUR FINANCE TEAM CAN ALLOCATE YOUR PAYMENT. FAILURE TO PROVIDE SUFFICIENT DETAILS MAY RESULT IN YOUR REGISTRATION BEING REJECTED.**

Phone: +64 (06) 838 7309

After Hours: +64 (06) 838 7309

Opening Hours: Monday - Friday

8.00am - 4.30pm