

# Lifetime License Tattooing & Microchip Procedures

---

## 1) Tattooing Procedures for Obtaining a Lifetime Dog License

- a. Dog owner is required to come to the County Treasurer's Office and complete the Lifetime application.
- b. Dog owner pays applicable fee.
- c. County Treasurer issues tattoo number and issues Permanent ID Verification form.
- d. Veterinarian performs tattoo and completes all information on the form along with the dog owner.
- e. The form is returned to the County Treasurer's office within 30 days. If not, the form is voided.
- f. County Treasurer completes the Lifetime License Certificate and issues the Lifetime Tag.
- g. County Treasurer retains copy of the Permanent ID Verification Form along with the License Certificate.

## 2) Microchipping Procedures for Obtaining a Lifetime Dog License

- a. Dog owner obtains Lifetime Application and Permanent ID Verification Form from the County Treasurer or the person implanting the chip.
- b. Dog is microchipped by a licensed veterinarian or a licensed kennel owner.
- c. Dog owner fills out the Lifetime Application.
- d. Permanent Identification Form must be completed by owner and person inserting microchip.
- e. All forms along with applicable fee are returned to the County Treasurer.
- f. County Treasurer completes the Lifetime License Certificate and issues the Lifetime Tag.
- g. County Treasurer retains copy of the Permanent ID Verification Form along with the License Certificate.

## 3) Dog Previously Microchipped

- a. Dog owner obtains and completes Lifetime Application and Permanent ID Verification Form from the County Treasurer.
- b. Dog owner is responsible for having dog scanned by a vet/vet technician to obtain micro-chip number.
- c. Dog owner fills out both forms and vet/tech also fills out the permanent id form.
- d. All forms along with applicable fee are returned to the County Treasurer.
- e. County Treasurer completes the Lifetime License Certificate and issues the Lifetime Tag.
- f. County Treasurer retains copy of the Permanent ID Verification Form along with the License Certificate.