



**Town of Richmond
Town Clerk's Office**

5 Richmond Townhouse Rd., Wyoming, RI 02898 (401) 539-9000 x 9

Dog Kennel License Application Checklist and Fact Sheet

	Confirmation	Date
TAXES: Confirmation by the Richmond Tax Collector that taxes and fees on business locations are current, please contact taxcollector2@richmondri.gov or call 401-539-2130 (NOTE: 1st Quarter must be paid).		
D.E.M. LICENSE: Copy of a Boarding Kennel License issued by the R.I. Department of Environmental Management (for 5+ Dogs).		
ZONING: <i>FOR NEW LICENSES OR NEW LOCATIONS ONLY:</i> Confirmation by the Zoning Enforcement Officer that use is allowed at the proposed location. Please contact bpzclerk@richmondri.gov or call 401-539-2285 x 9684		
LICENSE FEE: <input type="checkbox"/> Boarding Kennel \$25 <input type="checkbox"/> Breeding Kennel \$25		
AFFIDAVIT OF COMPLIANCE: Per Richmond Code of Ordinances 5.04.030(b) An applicant for a license or permit must submit with the application or renewal an affidavit of compliance. The affidavit shall state that the business is currently in compliance with all town, state and federal statutes, ordinances, and regulations. Compliance with all town, state and federal statutes, ordinances and regulations shall be a continuing condition of the license or permit.		

Who must obtain this license?:

BOARDING KENNELS: A boarding kennel is a kennel other than a pound or animal shelter where animals not owned by the proprietor are sheltered, fed, and watered in return for a fee. The owner of a boarding kennel is required to have a boarding kennel license (acquired by the D.E.M.).

BREEDING KENNELS: A kennel where purebred dogs are kept for breeding or exhibition is a breeding kennel. The owner of a breeding kennel is required to have a breeding kennel license.

****If you operate a boarding kennel AND a breeding kennel, you must obtain a license for each one****

License Expiration:

This license expires on **April 1** and must be renewed each year.

Requirements:

Dogs in breeding kennels are allowed to be kept only for breeding or exhibition purposes.

Each dog kept in a boarding kennel must be licensed, but there is no fee for the individual dog licenses.

The only fee is for the kennel license.



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Dog Boarding Kennel or Dog Breeding Kennel Application

Kennel Owner: _____

Kennel Keeper (if different): _____

Phone #: _____ **Email:** _____

Kennel Address: _____

Type of Kennel:

Boarding Kennel (a kennel where dogs not owned by the proprietor are sheltered, fed, and watered in return for a fee).

Breeding Kennel (a kennel where purebred dogs are kept for breeding or exhibition)

(Office Use Only)

Date of Council Approval: _____

Date License Issued: _____

License Issued by: _____

Date License Expires: _____

Fee Paid: _____

AFFIDAVIT OF COMPLIANCE

I _____ applicant for a _____ for
(Printed Name) (Type of License)

_____ do hereby make affidavit and say that to the best of
(Name of Business)

my knowledge and belief, the applicant is in compliance with all laws and regulations of the

United States, and the State of Rhode Island and is in compliance with all the ordinances of the

Town of Richmond.

Applicant Signature

STATE OF RHODE ISLAND
COUNTY OF _____

Subscribed and sworn to before me on this _____ day of _____ 20 .

Notary Public
My commission Expires: