

What is a Kennel?

A Kennel shall mean premises in which six (6) or more dogs over 12 weeks of age are housed, boarded or bred;

- A boarding/fostering kennel shall mean a kennel in which the predominant activity consists of the raising, boarding or training of dogs;
- A breeding kennel shall mean a kennel where dogs are bred and raised and registered as a recognized class or as a class designated as “purebred” in the regulations of a nationally recognized breeding or kennel club;
- A recreational kennel shall mean a kennel where dogs are kept for sport or show purposes and are not for profit, ie, hunting dogs, show dogs, performance dogs.

Enclosures:

- Kennel Licence Application
- Kennel Licence Renewal Form
- City of Quinte West Fee By-Law 10-85
- City of Quinte West Dog Licencing & Control By-Law 09-95

Licence Application Checklist

These items must be enclosed with each **Licence Application** form. (Do not send separately):

- Licence fee**
Set by Municipality. See By-Law 10-85
- Completed application form**

Licence Application Instructions

- Your licence application is a legal document and will be returned or delayed if the Instructions (below) are not followed or if Checklist items (on Application) are missing.

- **The City of Quinte West** requires a minimum of 10 days processing time and 15 days for first time licences.
- Type or legibly print all information.
- Only **original** forms and signatures will be accepted.
- Persons signing any **Licence Application** must have a good knowledge of the applicable **City By-Laws**.
- It is illegal to operate a kennel in the City of Quinte West without a licence.

Incomplete Applications

Please note that all information including appropriate documentation and fees must be included in your application. Incomplete packages will be returned.

Application Changes

- Changes to your submitted **Licence Application** package must be made in writing, signed by the **Licence Application** signors and include supporting documents that are affected. The City of Quinte West requires at least 2 weeks written notice. Application changes are **NOT** automatically approved and may **NOT** be permitted.

If you require clarification on any of the above please feel free to contact the Lottery Licence Officer at: 613-392-2841 Ext. 4422.

Note to Applicants

Ensure that you read and understand **City of Quinte West By-Laws** before proceeding with the application package.

- This package is used to apply to the municipal office of The City of Quinte West for a kennel licence.

Keep a copy of all licence application documents for your records.