



# Charles E. Walder Gauga County Auditor

231 Main St. Suite 1A  
Chardon, OH 44024

**AUDITOR LICENSE  
HOURS  
8:00am-4:30pm  
Mon-Fri**

## INSTRUCTIONS FOR GAUGA COUNTY KENNEL LICENSES:

ORC 955.02 defines a KENNEL as an establishment that keeps, houses, and maintains adult dogs for the purpose of breeding the dogs for a fee or other consideration received through a sale, exchange, or lease and that is not a high volume breeder.

### BY MAIL

1. Complete this form. Be sure the correct kennel owner and street address appear on all applications.
2. List the breeds kept, along with the number of males and females over 3 months of age for each breed.
3. **December 1st - January 31st, LICENSING RATE IS \$75.00 FOR 5 TAGS and \$1.00 for each additional tag.** Enclose a check or money order for the correct fees payable to: **Geauga County Auditor**. Please do not send cash. Your application cannot be processed without the correct fees. Statutory late penalty increases the licensing rate to **\$150.00 for 5 tags AFTER January 31st**.
4. Please return the application and a check or money order in the enclosed return envelope. A receipt will be returned to you with your 2024 license tag(s).

### IN PERSON

Tags may be purchased in person at the Geauga County Auditor's Office, 231 Main St. Suite 1A, Chardon, Ohio 44024. Please bring the attached form when purchasing tags. Exact cash, checks, and money orders are accepted. No credit or debit cards.

Certificates of registration and registration tags shall be valid only during the CALENDAR YEAR or YEARS for which they are issued. ORC Sec 955.09.

### KENNEL RENEWALS

Include your Vendor License number in the space provided on the application below.

APPLICATION for the registration of a Kennel for the year 2024

Breeds Kept	# Males	# Females

CHARLES E. WALDER, Geauga County Auditor  
231 MAIN ST. SUITE 1A, CHARDON, OHIO 44024

License	# Tags	Fee Paid	Penalty	Total
Kennel License	--- 5 ---	\$75.00		
Add'l Tags (optional)		\$1.00 (each)	-----	
--- Office Use: 2024 License #s ---				

Vendor #: \_\_\_\_\_

#### Owner Information

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
if different (e.g. P.O. Box)

City: \_\_\_\_\_ State: \_\_\_\_\_ ZipCode: \_\_\_\_\_

A penalty in an amount equal to the registration fee shall be assessed if Kennel License is not secured on or before January 31, or within 30 days after the person becomes the owner of such kennel. ORC Sec 955.04, 05.

The undersigned says that the facts indicated above ARE TRUE.

Signature of Applicant \_\_\_\_\_

Date Signed \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

Deputy or Agent \_\_\_\_\_