



City of Riverside
Department of Public Works, Animal Services

Application for Residential Kennel/Cattery Permit

1. INSTRUCTIONS

1. Complete **Part 2 – Applicant Information**. Please print legibly.
2. Complete **Part 3 – Property Owner Acknowledgement**. If you rent or lease the property, you must obtain the approval of the property owner by having them complete Part 3. Original signatures are required (faxes, emails, or copies will not be accepted).
3. Complete **Part 4 – Animal Information**. List all animals kept or cared for at the property. All dogs, over the age of 4 months, must have a valid City of Riverside Dog License at the time of the application. Proof of licensure must be provided when the application is submitted. *Dog licenses can be purchased at the same time a kennel/cattery permit application is submitted.* All cats, over the age of 4 months, must be microchipped and microchip numbers must be provided.
4. **Part 5 – Applicant Acknowledgement**. Read the declaration prior to signing and dating the application.
5. Submit both pages of the application, copies of dog licenses, and a **\$100 application fee*** to:
 City of Riverside
 Public Works – Animal Services
 3900 Main St, 4th Floor
 Riverside, CA 92522
 Tel: (951) 826-5311
6. **Part 6 – Inspector Certification**. For staff use only. Following inspection, the applicant will be notified if the permit has been issued, if any conditions exist, or if the permit has been denied.

2. APPLICANT INFORMATION

Name: _____

Physical Address: _____

Mailing Address: _____

Phone #: _____ Email: _____

3. PROPERTY OWNER ACKNOWLEDGEMENT

Name: _____

Physical Address: _____

Mailing Address: _____

Phone #: _____ Email: _____

I hereby certify that I am (we are) the owner(s) of record for the property encompassed by this application. I (we) further acknowledge and understand on behalf of myself and my representatives and agents that the property will be used for a kennel and said property is subject to the requirements set forth in the Riverside Municipal Code.

Date: _____

Print Name: _____ Signature: _____

Print Name: _____ Signature: _____

4. ANIMAL INFORMATION

Name: _____	License #: _____	Name: _____	License #: _____
Name: _____	License #: _____	Name: _____	License #: _____
Name: _____	License #: _____	Name: _____	License #: _____
Name: _____	License #: _____	Name: _____	License #: _____
Name: _____	License #: _____	Name: _____	License #: _____
Name: _____	License #: _____	Name: _____	License #: _____
Name: _____	License #: _____	Name: _____	License #: _____
Name: _____	License #: _____	Name: _____	License #: _____
Name: _____	License #: _____	Name: _____	License #: _____
Name: _____	License #: _____	Name: _____	License #: _____
Name: _____	License #: _____	Name: _____	License #: _____
Name: _____	License #: _____	Name: _____	License #: _____
Name: _____	License #: _____	Name: _____	License #: _____

Please attach a separate sheet if necessary and don't forget to attach a copy of each dog's license and/or each cat's microchip number.

5. APPLICANT ACKNOWLEDGEMENT

I hereby declare under penalty of perjury that all information I have provided as part of this application is true to the best of my knowledge. I understand that if my application is approved, it will be on the condition that I will comply with the laws, ordinances and regulations that are now, or may hereafter be in force by the United States government, the State of California and the County of Riverside pertaining to the owning, keeping, maintaining, or harboring of animals.

Furthermore, I acknowledge that inspections may be made as specified in Riverside Municipal Code §8.18.020.

Date: _____
Print Name: _____ Signature: _____

6. INSPECTOR CERTIFICATION*

***FOR STAFF USE ONLY.**

Inspector Name: _____	Inspection Date: _____
Comments/Conditions: _____	
Inspector Signature: _____	
Approved: Yes	No
Permit #: _____	