

Policy



Come for a visit. Stay for a lifestyle.

Department/Section All		Policy Number POL-ADM-002
Subject Refund Policy – Dog Licensing Fee		Enacted by Council: November 6, 2018
		Motion # TCH-181106-15
		Review Period 5 years
Date Amended	Amending Motion #	Section(s) Amended

Purpose:

To provide a Refund Policy for Dog Licensing that sets out the criteria under which a refund will be provided.

Policy Statement(s):

The Municipality of Trent Hills has established a Dog Licensing By-law that sets out the requirements associated with licensing dogs within the Municipality.

From time to time, there may be instances where a refund of the Dog Licensing Fee may be warranted.

Refund:

No refunds will be issued unless one of the following criteria is met:

- The Dog Licensing Fee was paid for the upcoming year and the dog dies within the first 14 calendar days of the new license, provided that the dog tag is returned to the Municipality.
- The Dog Licensing Fee was paid for the upcoming year and it is determined, within 14 calendar days, that the dog resides outside of the boundaries of the Municipality of Trent Hills and was licensed in error, provided that the dog tag is returned to the Municipality.

The Clerk, or designate, will process the refund in accordance with this Policy.