

KENNEL APPLICATION INFORMATION AND INSTRUCTIONS

*****Please note: The renewal application has been updated and condensed. Please make sure that all information submitted on your 2018 renewal application is correct and up to date. If it is not, a 2019 kennel application must be filled out and submitted.***

Application Checklist

- Include the correct license fee in the form of a check or money order **payable to:** PA Department of Agriculture (no cash accepted)
- A Change Application must be submitted during the license year if your kennel class (size) has changed.
 - The Change Application is due within 7 days of the change to your kennel to remain compliant.
 - A kennel inspection must take place in conjunction with the Change Application.
- Please be sure to indicate the mailing address for the kennel if different than the physical address.
- COMPLETE ALL INFORMATION – incomplete applications will be returned.**
- Application **MUST** be signed by the appropriate parties as per your kennel organizational structure.

If you have questions regarding the renewal or change application process, please contact the Bureau of Dog Law Enforcement:

Phone: (717)787-3062; Fax: (717)772-4352

www.agriculture.pa.gov

**Complete the application and mail
to the address below for processing:**

**Bureau of Dog Law Enforcement
PO Box 657
Hazleton, PA 18201**

Section 206. Kennels

- (a) Applications, kennel license classifications and fees.--Any person who keeps or operates a kennel shall, on or before January 1 of each year, apply to the department for a kennel license. Kennels shall be classified by type, and the fee for the license shall be determined by the kennel type, the number of dogs housed, kept, harbored, boarded, sheltered, sold, given away or transferred in or by the kennel. The application forms and kennel licenses shall be as designated by the secretary. A separate license shall be required for each type of kennel and every location at which a kennel is kept or operated. A kennel license is required to keep or operate any kennel. All kennel licenses shall expire on December 31. When two or more licensed kennels are operated by the same person at the same location, each kennel shall be inspected and licensed as required by law.

Section 207. Requirements for Kennels

- (5) A kennel operator that is applying for a different license because of an increase in the total number of dogs or due to birth of additional dogs in the kennel during a calendar year shall not be in violation, provided the application is filed within seven days of the increase.

RENEWAL / CHANGE APPLICATION DEFINITIONS:

A. General Rules of Licensure: Any person who keeps or operates a kennel shall, on or before January 1 of each year, apply to the department for a kennel license. Kennels shall be classified by type and the fee for the license shall be determined by kennel type, the number of dogs housed, kept, harbored, boarded, sheltered, sold, given away or transferred in or by the kennel. A separate license shall be required for each type of kennel and every location at which a kennel is kept or operated. When two or more licensed kennels are operated by the same person at the same location, each kennel shall be inspected and licensed. All kennel licenses expire on December 31 of each calendar year.

B. Kennel Types (Definitions):

Kennel – Any establishment in or through which at least 26 dogs are kept or transferred in a calendar year, or a boarding kennel as defined in this act.

Private Kennel – A kennel not meeting the definition of “commercial kennel” where dogs are kept or bred by their owner, for the purpose of hunting, tracking and exhibiting in dog shows, performance events or field and obedience trials.

Pet Shop Kennel – Any kennel or person that acquires and sells dogs for the purpose of resale, whether as owner, agent or consignee, and sells or offers to sell such dogs on a retail basis.

Dealer Kennel – A kennel operating within the Commonwealth which:

(1) Publicly or privately sells or offers for sale any dog as an owner, agent or assignee for a fee, commission or percentage of the sale price; (2) transfers dogs at wholesale for resale to another; or (3) offers or maintains dogs at wholesale for resale to another. The term does not include a pound, shelter or common carrier or a kennel defined elsewhere in this section.

Rescue Network Kennel – A kennel that utilizes rescue network kennel homes with the goal of ultimately transferring the dog to a permanent owner or keeper through any means of transfer.

Research Kennel – Any Federal research kennel or other research kennel duly registered with and inspected by the Federal Government under the provisions of the Animal Welfare Act (Public Law 89-544, 7U.S.C. § 2131 et seq.) and its attendant regulations.

Boarding Kennel – Any establishment available to the general public where a dog or dogs are housed for compensation by the day, week or a specified or unspecified time. The term shall not include a kennel where the practice of veterinary medicine is performed if the kennel is covered by the provisions of the act of December 27, 1974 (P.L. 995, No. 326), known as the "Veterinary Medicine Practice Act." The term shall include any establishment available to the general public that, for consideration, takes control of dog(s) from the owner for a portion of a day for the purposes of exercise, day care or entertainment of the dog. For the purpose of this term, each time a dog enters the kennel it shall be counted as one dog. This term does not include any establishment engaged in only dog grooming or dog training. The term shall include any boarding facility physically detached from the veterinary practice which is operated by a licensed doctor of veterinary medicine, whether or not this facility is on the same premises as a building or structure subject to the provisions of the "Veterinary Medicine Practice Act."

Non-Profit Kennel – A kennel registered under the law of this Commonwealth as a nonprofit entity or a nonprofit animal control kennel under sections 901 and 1002. The term shall include kennels operated by approved medical and veterinary schools and nonprofit institutions conducting medical and scientific research, which shall be required to register, but shall not be required to pay any of the license fees set by this act, and which may use their own identification tags for dogs within their kennels without being required to attach tags hereinafter prescribed while dogs are within such kennels, if approved by the secretary.

Commercial Kennel – A kennel that breeds or whelps dogs and: (1) sells or transfers any dog to a dealer or pet shop-kennel, or (2) sells or transfers more than 60 dogs per calendar year.

Dealer – A person who: (1) publicly or privately sells or offers for sale any dog belonging to another person for consideration, a fee or a commission or percentage of the sale price, (2) transfers dogs at wholesale for resale to another, or (3) offers or maintains dogs at wholesale for resale to another.

Out-of-State Dealer – A person who does not reside in the Commonwealth of Pennsylvania and who: (1) Sells or offers for sale a dog in this Commonwealth belonging to another person, for any type of consideration, fee, commission or percentage of the sales price; or (2) transfers a dog in this Commonwealth for resale to another or any type of consideration, fee, commission or percentage of the sales price.

C. Kennel License Categories:

1. Kennel Class – Kennels meeting the definition of any of the following “Types” fall under this category of kennels:

Kennel, Private Kennel, Pet-Shop Kennel, Dealer Kennel, Rescue Network Kennel and Research kennel.

The classification (I-VI) under this type of kennel is determined by dog numbers.

2. Boarding Kennel Class – A kennel “Type” meeting the definition of a Boarding Kennel.

The classification (I-III) under this type of kennel is determined by dog numbers.

3. Nonprofit Kennel Class – A kennel “Type” meeting the definition of a Nonprofit Kennel.

4. Commercial Kennel Class – A kennel “Type” meeting the definition of a Commercial Kennel.

The classification (I-VI) under this type of kennel is determined by dog numbers.

5. Dealer and Out-of-State Dealer Class – Kennel “Types” meeting the definition of a Dealer or Out-of-State Dealer.

The classification (I-VI) under this type of kennel is determined by dog numbers

D. Type and Class of Kennel License: The applicant shall check the box on the application next to the Type and Class of kennel they seek to operate in the calendar year. *Please note that failure to properly designate the type or class of kennel could be a reason for refusal of your kennel license application. If you have any questions regarding the type or class of kennel, please contact the Dog Law Enforcement Office.*

Kennel Type - The Type of kennel license shall be based on the definition under which the applicant’s kennel falls.

Kennel Class - The kennel Class shall be based on the cumulative number of dogs housed, kept, harbored, boarded or sheltered in the kennel during the previous year, PLUS, the number of dogs sold, given away or transferred by the kennel.

New Kennels - For a new kennel, with no previous history, the kennel Class shall be based on the number of dogs to be housed, kept, harbored, boarded or sheltered in the kennel, PLUS, an estimate of the number of dogs that will be sold, given away or transferred by the kennel.

Change of Type or Class during the Kennel Licensure Year - If the kennel “Type” or “Class” changes during the licensure year, the kennel owner shall notify the Department of the change and file a new kennel license application within 7 days of the change.