



# Schenectady Police Department Animal Control

531 Liberty St  
Schenectady NY, 12305  
(518) 382-5200 ext. 5655



**Your dog was seized and is currently being held by the City of Schenectady at the Mohawk Hudson Humane Society in Menands (3 Oakland Avenue Menands, NY 12204 (518) 434-8128)**

**ALL FEES ARE NON-NEGOTIABLE**

## Redemption/Licensing Fees

To retrieve your dog, you must **first** pay all dog redemption/licensing fees to the City of Schenectady at the City Clerk's office. **Dog redemption processing and appointments are between 08.00 a.m. – 03.30 p.m. Mon-Fri.** call **(518) 382-5200** to set up your appointment. Your dog will not be released until these fees are paid.

- New York State requires licensing for every dog 4 months of age or older. Dogs must be licensed in the City or Town they live in; a valid license must be presented to the Clerk's office.
- A valid, veterinarian-issued rabies certificate must be provided to the Clerk at the time of licensing and fee payment.
- If your dog is not vaccinated and you would like Mohawk Hudson Humane Society to administer a rabies vaccination, please call 518- 434-8128 or email them: [admitting@mohawkhumane.org](mailto:admitting@mohawkhumane.org) . Upon completion, they will fax the rabies certificate to the Schenectady City Clerk's Office. **You will be charged for this service by Mohawk Hudson Humane Society upon retrieval of your dog. The fees paid to the Schenectady City Clerk's Office do not cover rabies vaccinations.**

## Retrieving Your Dog

Once all fees have been paid to the City of Schenectady at the Clerk's office, you must provide Mohawk Hudson Humane Society the following to retrieve your dog:

- Valid Dog License from the municipality in which your dog lives
- Photo Identification (valid Driver's License or other valid federal/state-issued photo identification)
- Valid Rabies Certificate (Spay/Neuter Certificate, if applicable)
- Proof of ownership (veterinary records, or proof of adoption or purchase, combined with photos)
- City of Schenectady Dog Impound Redemption Form (form will be provided by the Clerks office when fees are paid)
- If you are redeeming on behalf of an absentee owner, proof that you are their designated legal representative, such as a power of attorney or executorship of the owners' estate, is required.

**If you fail to redeem your dog on the date fees are paid, you will be responsible for additional kennel fees to be charged by Mohawk Hudson, **ALL FEES ARE NON-NEGOTIABLE.****

**\*\*\*Unlicensed and Seized Dogs \*\*\***

\*\*\*If you fail to get your dog licensed, Schenectady's Animal Control Officer will issue a ticket for violation of city code under Section 144-14 Subsection F1 and will seize your dog under Agriculture and Markets laws Article 7 Section 117.1b

\*\*\*Please note that the owner of any unidentified stray dog (any dog without a city license tag affixed to its collar) has **five (5) days** to redeem the dog before **ownership is forfeited** per NYS Agriculture and Markets Law. Owners of identified stray/seized Dogs (with a city license tag affixed to its collar) have **seven (7) days** to redeem before **ownership is forfeited** per NYS Agriculture and Markets Law