



## CITY OF WATERTOWN, NEW YORK

WATERTOWN CITY HALL  
245 WASHINGTON STREET  
WATERTOWN, NEW YORK 13601  
(315) 785-7780

# PRESS RELEASE

August 31, 2020

For Immediate Release

From the Office of  
City Clerk Ann M. Saunders

## **NEW ONLINE DOG LICENSING RENEWALS AND THE HANDLING OF OTHER SERVICES UNDER COVID-19 PRECAUTIONS**

The Watertown City Clerk's Office is happy to announce that dog licensing renewals can now be done online. In an effort to provide more services remotely, we have implemented a system which allows renewals for dog licenses to be processed through an online system if the proof of current rabies immunization is already on file.

If the rabies immunization certificate has expired, you can email a scan or picture of the current rabies certificate to [cityclerk@watertown-ny.gov](mailto:cityclerk@watertown-ny.gov) for the record to be updated and then continue with the online renewal system after two (2) business days. Please reference the dog's license # in the email and be sure that the rabies certificate has the correct owner's name, address and phone number.

Please visit the City's website at [www.watertown-ny.gov](http://www.watertown-ny.gov) and look for the Dog Licenses page under the City Clerk's Department for more information and the link to the online Dog License Portal. As a reminder, all dogs residing in the City of Watertown must be licensed by the age of four (4) months.

Due to the current COVID-19 precautions in place, other services offered by the City Clerk's Office will continue to be handled as remotely as possible with the use of the City Hall Drop Box located at the Sterling Street Entrance of the building, through the mail or other online services already in place. Appointments will continue to be made for services that cannot be handled through these other means and must be in-person, such as Marriage Licenses, Wedding Ceremonies, Notary Services and urgent requests.

For any questions or instructions on how to conduct business with the Watertown City Clerk's Office, please call the office at 315-785-7780 during regular office hours of Monday through Friday 8:30am to 4:30pm.

Thank you for your patience and understanding while we do our best to keep our customers and employees safe and healthy.