

Change of owner C3A

About this form

Please use this form to change official ownership of a pet you are selling or giving away. Please submit it to your local council.

Pet owners must be over 18 years of age to legally own a cat or dog in NSW.

This form does not register a pet — give council a completed Pet Registration (R2) form and pay the fee to officially register your pet.

Please fill out this form in black ink and in BLOCK LETTERS.

Information for new owners

Change of owner is the first step in completing registration of your new pet.

The person who has sold or given this pet to you is responsible for submitting this form to council. They should give you a copy for your records.

Council will contact you once the Change of ownership has been processed.

If a registration payment for this pet is pending, you will receive a Record of Identification Information. Use this to complete registration by submitting it to council together with a completed and signed Pet Registration R2 form and the registration fee.

If registration has been paid by the previous owner, council will send you a Certificate of Registration. No further action is required.

If the person fails to give the form to council and change ownership into your name, you can use your signed copy to process the change.

Information for those selling or giving away a pet

It is your responsibility as a breeder or former owner of a pet to complete and sign this form and give it to your local council. You must do this within 14 days of selling or giving away the pet away. Please give the new owner a copy of the completed form for their records.

Privacy information

Only authorised people can access the information provided on this form, and only to enforce the *Companion Animals Act 1998*.

If you are concerned that disclosure of your information could jeopardise the safety of you or your family, you may request that these details be suppressed. Please contact any NSW local council for more information.

This information is collected on behalf of the Office of Local Government (Locked Bag 3015 Nowra, NSW 2541), and is held on the NSW Companion Animals Register which is administered by the Office of Local Government. Find out more about how your information is used at petregistry.olg.nsw.gov.au.



This form, and others, can be completed online. Create a NSW Pet Registry account today.

Scan the code to get started.

Pet details

Microchip number (must be 15 digits)

Species

Dog Cat

Is the pet desexed?

Yes No

Breed

Pet name

Address where pet was usually kept by former owner

Postcode

Former owner legal name

Former owner signature

Date

 / /

I verify that the information provided on this form is correct. I understand that providing information that is false or misleading is an offence under the *Companion Animals Act 1998*.

New owner details

Organisation name (if applicable)

List name of person responsible for animal below.

Legal surname

Legal first name

Mobile phone number

Alternate phone number

Email address

Home address

Postcode

Postal address (if different to home address)

Postcode

Address where pet is usually kept (if different to home address)

Postcode

New owner signature

Date

 / /

I verify that the information provided on this form is correct. I understand that providing information that is false or misleading is an offence under the *Companion Animals Act 1998*.

Secondary contact person (optional)

You must get approval from the secondary contact to provide these details. A secondary contact person will only be contacted regarding a pet when the owner is not contactable.

Legal surname

Legal first name

Mobile phone number

Secondary contact signature

I authorise the collection of my contact details from the listed pet owner. I verify that the information provided on this form is correct. I understand that providing information that is false or misleading is an offence under the *Companion Animals Act 1998*. Find out more about how your information is used at petregistry.olg.nsw.gov.au.