

How to Register Your Pet Dog in Delhi: A Simple Step-by-Step Guide (2025)

Owning a dog in Delhi now comes with a clear legal responsibility: **every pet dog above three months of age must be registered with the local body** – the Municipal Corporation of Delhi (MCD), New Delhi Municipal Council (NDMC) or Delhi Cantonment Board (DCB).

This article walks you through:

- Why registration is mandatory
- Which authority *you* fall under
- Documents you need
- **Exact online process on the MCD portal**
- What to do if you live in NDMC or Delhi Cantonment areas
- Fees, renewals, fines & some pro tips

1. Legal background: Is dog registration mandatory in Delhi?

Yes.

- Under **Section 399 of the Delhi Municipal Corporation Act, 1957**, every pet dog in municipal areas must be registered with the MCD.
- Recent **Delhi government guidelines on street dog management (2025)** make it explicit that **all pet dogs over three months old must be registered annually and vaccinated against rabies**, with fee waivers for adopted Indian breeds.

For you as a pet parent, registration:

- Gives **legal proof of ownership**, useful if your dog is lost or a dispute arises
- Confirms **up-to-date anti-rabies vaccination**
- Helps authorities track pet population and plan health measures

Failure to register can lead to **fines, legal action**, and even **detention of unregistered dogs found in public places**.

2. Which local body do *you* register with?

Delhi has three main civic bodies responsible for dog registration:

1. **Municipal Corporation of Delhi (MCD)**
 - Covers most of Delhi's residential colonies and urban areas
 - Has a dedicated **online pet dog registration portal**
2. **New Delhi Municipal Council (NDMC)**
 - Covers Lutyens' Delhi / central Delhi: Chanakyapuri, Moti Bagh, parts of Connaught Place, government colonies, etc.
 - Dog registration (dog tax token) is handled through **NDMC Veterinary Hospital, Moti Bagh**, generally in person.
3. **Delhi Cantonment Board (DCB)**
 - Covers Delhi Cantonment (Delhi Cantt) area
 - As per 2025 guidelines, DCB is also responsible for pet dog registration and annual renewal linked to rabies vaccination.

If you're unsure which one applies, check your **property tax/water bill** or ask your local ward office.

3. Who can apply & when?

From the MCD SOP and Delhi's new guidelines:

- **Minimum age of applicant:** 18 years or above
- **Dog's age:** Register once the dog is **over 3 months and vaccinated against rabies**
- **One dog = one application** (separate registration & fee for each dog)

Registration is **valid for one year**, subject to the validity of the anti-rabies vaccination, and must be renewed annually.

4. Documents you need

Prepare clear **scanned copies** in advance:

1. **Dog's photograph**
 - Format: JPEG/JPG
 - Size: up to **20 KB**
2. **Photograph of you with your dog**
 - Format: JPEG/JPG
 - Size: up to **20 KB**
3. **Anti-rabies vaccination (ARV) certificate**
 - Format: PDF

- Max size: **2 MB**
- Issued by a **registered veterinary doctor/hospital**
- 4. **Your ID proof** (PDF, up to 2 MB)
 - Aadhaar / PAN / Passport etc.
- 5. **Address proof** (often combined with ID – e.g., Aadhaar; keep rent agreement/utility bill handy if needed).

5. MCD Online Registration: Step-by-Step

The main process runs on the **MCD Pet Dog Registration portal** (linked from the MCD “Online Services” page under *Pet Dogs Registration*).

Step 1: Visit the MCD Pet Registration portal

- Go to the MCD online services page
- Click “**Pet Dogs Registration**” – this redirects to the dedicated petMCD portal

The portal clearly says: use your **Aadhaar-linked mobile number** for sign-up and registration.

Step 2: Sign up as a new user

If you're a first-time user:

1. Click “**New User – Click Here for Signup/Registration**”
2. Enter your **Aadhaar-linked mobile number**
3. Verify with OTP
4. Create a username/password

(If already registered, just log in.)

Step 3: Start a new application

Once logged in:

1. Select “**Apply for New Dog Registration**”
2. The application form will open with multiple sections for your details and your dog's details

Step 4: Fill in owner details

Typical fields include:

- Your full name
- Mobile number & email

- Aadhaar/ID details
- Residential address (door number, street, locality, pin code, zone)

Make sure your address matches your proof documents.

Step 5: Fill in dog details

You'll be asked for:

- Dog's **name**
- **Breed** (e.g., Indie, Labrador, Husky etc.)
- **Colour, gender, age**
- Whether sterilised or not (and possibly date of sterilisation)
- Details of **vaccinations**, especially anti-rabies (vaccine, batch no., date, validity)

Step 6: Upload required documents

Upload:

1. **Dog's photo** (JPEG, < 20 KB)
2. **Photo of owner with dog** (JPEG, < 20 KB)
3. **Anti-rabies vaccination certificate** (PDF, < 2 MB)
4. **Owner ID/address proof** (PDF, < 2 MB)

The MCD portal clearly states that **supporting documents must be in PDF (for certificates) and within specified size limits**; otherwise the application can be rejected and **fees are not refunded**.

Step 7: Review & submit

Before paying:

- Carefully **re-check every detail** – name spellings, vaccination dates, mobile number, etc.
- Correct any mistakes now; once submitted, wrong info can lead to **rejection with no refund**.

Then click **Submit/Proceed to Payment**.

Step 8: Pay the fee

As per the MCD instructions:

- **New registration fee:** ₹ 500 per dog
- **Renewal fee:** ₹ 500 per dog per year
- Payment via **online gateway** – debit/credit card, etc.

If you renew late:

- Late fee: **₹100 per month** after a one-month grace period from the **expiry date of the anti-rabies certificate**.

(Recent guidelines also say that adopted *Indian breeds* may be exempt from registration fees – do check the latest notification and portal for whether this has been implemented fully.)

Step 9: Track status & respond to any queries

Your application goes to the **Veterinary Services Department** (Deputy Director / Veterinary Officer for your zone) for scrutiny.

- You can view status on the portal under **“View Status” / “View Past Details”**.
- If rejected, log in, download the **rejection letter**, fix issues (e.g., wrong document, unclear photo) and resubmit.

Step 10: Download your Dog Registration Certificate

Once approved:

- Download the **Pet Dog Registration Certificate** and **payment receipt** from the portal
- Keep a **digital copy on your phone** and a printout at home; some RWAs or societies may ask for it

6. How to renew your dog’s registration (MCD)

MCD registrations are valid for **one year** and must be renewed annually:

1. Log in to the MCD Pet Registration portal
2. Click **“Renew Dog License”**
3. Check pre-filled details for your dog
4. Upload the **latest anti-rabies vaccination certificate**
5. Pay the **₹500 renewal fee** (plus any late fee, if applicable)
6. Download the **renewed certificate**

Tip: Set a phone reminder a month before the vaccination expiry date so you don’t run into late fees.

7. NDMC & Delhi Cantonment: What if you don’t fall under MCD?

A. NDMC area (central Delhi)

For NDMC:

- Dog registration is handled as “**dog tax token**”, with a fee of **₹50 per dog per year**, and the token is valid for one year.
- Process is largely **offline**, via the **NDMC Veterinary Hospital, Moti Bagh (near National Rail Museum)**.

Typical steps (based on public info and practice – always confirm with NDMC before going):

1. Visit **NDMC Veterinary Hospital, Moti Bagh** during working hours
2. Carry:
 - Dog’s **recent photo**
 - **Anti-rabies vaccination certificate**
 - Your **ID and address proof**
3. Fill the **dog tax token form** at the hospital
4. Pay the **annual fee** in cash/online (as per current practice)
5. Receive the **token/receipt**, which serves as registration proof

NDMC also provides contact numbers and a control room for animal-related queries on its site.

B. Delhi Cantonment (DCB)

For **Delhi Cantonment Board**:

- The 2025 Delhi guidelines clearly state that **DCB is responsible for registration and annual renewal of pet dogs over three months, with rabies vaccination proof mandatory**.
- Exact fee and forms may differ from MCD/NDMC and are issued under the **Cantonment laws and local bye-laws**.

Practical approach:

1. Check the **official Delhi Cantonment Board website** or office notice board for “Pet Dog Registration / Dog License” info
2. Call or visit the **Cantonment Board office** to confirm:
 - Required documents
 - Fee amount & payment mode
 - Whether any online facility exists
3. Complete the form, attach vaccination certificate and photos, pay fee, and collect license/receipt

Because Cantonment rules can be updated by the Ministry of Defence/Board periodically, it’s safest to confirm directly with DCB.

8. Penalties & consequences of not registering

As per MCD directions and legal articles:

- **Fines / legal action** can be imposed for non-registration
- Unregistered dogs found in public places can be **detained by authorities**
- You may face trouble with:
 - RWAs / housing societies
 - Accessing some pet services/events
 - Proving ownership if your dog is lost or an incident occurs

Given the low cost and fully online process (for MCD), it's far easier to just stay compliant.