

Instructions for individuals to license their dogs online--NEW

1. Go to the PetTrack online page.
2. Select if you already have a pet license account.

When you select NO, you will be directed to the address screen. Here you will be asked to enter your address. This will ensure that your address is within the City of Wichita city limits.



Pet License Application
Please enter your physical address

Physical Address

City

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3. You will then select your address from the list in the box that pops up. Click on Continue.



Pet License Application

Do you have an existing pet license account?

Yes No

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Please pick your address from the list below

- 455 N MAIN ST
- None of the Above

4. On the next screen, you will be asked to enter the animal owner's information. Please note: everything with a red * beside it is a required field. You can check the box that says "Mailing and physical addresses are the same" if that is the case. Be sure to use the drop-down boxes to select the Vet Clinic and the Number of Pets that you are licensing.



Pet License Application

Pet Owner Information

Name*

Additional Owner Name:

Physical Address* 455 N MAIN ST

City* WICHITA State* KS Zip* 67202-1600

Mailing and physical addresses are the same

Mailing Address*

Mailing City* Mailing State* Mailing Zip*

E-Mail Address*

Primary Phone* () - - Secondary Phone () - -

Vet Name

Select the number of pets that you are licensing today:

Renewal Notice Delivery Method

Please select how you would like to receive renewal notices in the future.

Opt for Email Only Opt for Paper Only

5. Once you have selected how many pets you will be licensing, a section will open for each animal so you can enter their information. Be sure to upload the Rabies Certificate and proof of spay/neuter if applicable. Be sure to click on the box certifying the spa/neuter in order to open the ability to upload the spay/neuter information.

Select the number of pets that you are licensing today:

Pet #1 Information

Species* Dog Gender* Female

Breed* BEAGLE

Color* BLACK

Pet Name* Xena Microchip Number 9510000000002

Tag* 12325 Rabies Expiration Date* 2/11/2028

Please upload rabies certificate

I certify that this animal has been surgically altered by a licensed veterinarian.

Please upload proof of Neutered/Spayed

Pet #2 Information

Species* Dog Gender* Select Gender

Breed* SETTER

Color* CREAM

Pet Name* Turbo Microchip Number 9510000000003

Tag* 12425 Rabies Expiration Date* 2/11/2028

Please upload rabies certificate

certify that this animal has been surgically altered by a licensed veterinarian.

Please upload proof of Neutered/Spayed

- Once information has been entered for your dogs, click on how you would prefer to receive your renewal notices. Then click on Continue to Payment.

Pet #2 Information

Species* Dog Gender* Select Gender

Breed* SETTER

Color* CREAM

Pet Name* Turbo Microchip Number 95100000000003

Tag:* 12425 Rabies Expiration Date* 2/11/2028

Please upload rabies certificate Animal Control Dog License - for vets.png X

I certify that this animal has been surgically altered by a licensed veterinarian.

Please upload proof of Neutered/Spayed Animal Control Dog License - for vets.png X

Renewal Notice Delivery Method

Please select how you would like to receive renewal notices in the future.

Opt for Email Only Opt for Paper Only

Continue to Payment

- On the next page, select how long you would like to purchase each pet's license for. If your dog has a 1-year vaccine, you can only buy a 1-year license. If your dog has a 3-year vaccine, you have the choice of a 1-year, 2-year, or 3-year license. Click on Complete Payment.



Pet License Application License(s) to be purchased

Please select license duration desired from available options

Name	License Type	Breed	Color	Microchip	Altered	Senior	License Duration	Amount Due
XENA	Altered 3 Year	BEAGLE	BLACK	95100000000002	Yes	No	3 Year	\$45.00
TURBO	Altered Microchipped	SETTER	CREAM	95100000000003	Yes	No	1 Year	\$15.00
							2 Year	\$60.00
							3 Year	\$1.00
							1 Year	\$1.00
							Total Due	\$61.00

Complete Payment

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- On the next page, you will enter all of your card information. Please note: the City of Wichita ONLY accepts, Visa, Mastercard, or E-checks. Enter your information, then click on Enter Card Info.



Online Pet Licensing

Only Visa, Mastercard or Echeck are accepted.

Amount Due: \$91.00

Payment Holder Name and Address

Card Holder First Name

Card Holder Last Name

Address

City

State

Zip Code

Enter Card Info

9. A box will pop up where you will enter your card number, the expiration date, and the security code if you are paying with a credit card. Click on Submit.



Online Pet Licensing

Only Visa, Mastercard or Echeck are accepted.

Amount Due: \$91.00

Payment Holder Name and Address

Card Holder First Name	Animal
Card Holder Last Name	Lover
Address	455 N. Main St.
City	Wichita
State	KS
Zip Code	67201

Enter Card Info

Card Information

Submit

10. Once the payment has been submitted, you will see a screen telling you it has been accepted and you'll have the option to print out a copy of what you just entered.



Pet License Application

Application Submitted!

Your payment and application have been submitted and are being processed.

A copy of your application will be sent to the email address you provided. To view a copy of your application now, click Print."

Print