



Pet Ownership Guide for Residents of Robbinsville



West Windsor Health Department
Serving West Windsor, Robbinsville, and Hightstown
(609) 936-8400



Public Health
Prevent. Promote. Protect.

This booklet serves as a guide for pet owners living in Robbinsville. Within the booklet, you'll find information on pet licensing, pet-related laws, and other resources you may find useful as a dog or cat owner.

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PET LICENSING

The State of New Jersey requires that all dogs six (6) months or older must be licensed. Proof of rabies vaccination is required for a license to be issued. Licenses must be renewed in January. Each year during the month of December, renewal applications will be mailed to dog owners who have licensed a dog in Robbinsville Township during the previous year. However, even if you have not received a renewal application, it is the responsibility of the dog owner to obtain a license prior to the end of January.



Access the [2025 dog license application here](#).

- Renewal applications received after January 31 are subject to a \$5 surcharge and a \$1 per month late fee (Ord. 96-27). A current rabies certificate valid through November 1 of the licensing year is required in order to obtain a license.
- Licenses can be obtained from the Municipal Clerk during office hours (8:30am-4:30pm, M-F). If you would like to receive your dog license by mail, please send in a current rabies certificate (valid through November 1 of the current year), proof of spaying/neutering, and a check made payable to Township of Robbinsville to the following address:

Office of the Municipal Clerk
2298 Route 33
Robbinsville, NJ 08691

- If you moved within the state and have obtained a license for the current year at your previous address, a copy of that license will be sufficient until January of the following year.
- Anyone who has moved to the Township from out-of-state has ten (10) days in which to obtain a New Jersey license from Robbinsville Township, if the dog was not registered in the previous state of residence.
- Anyone who has moved to the Township from out-of-state and has a dog with a tag from that state, has ninety (90) days in which to obtain a New Jersey license from the Township.
- If your dog cannot be revaccinated due to illness or other reasons, please complete the [NJDOH Certificate of Exemption from Rabies Vaccination Form](#) and submit it with your renewal form or application for a new license.

GENERAL DUTIES OF THE ANIMAL CONTROL OFFICER (ROBBINSVILLE)

Animal Control Officer duties include:

- Investigating bites
- Enforcing all dog ordinances
- Assisting in the control of wild or stray animals

What to report and how to make a report: Call the Robbinsville Police non-emergency dispatch number at (609) 259-3900 to report:

- Animal bites (from dogs, cats, raccoons, bats, etc.)
- Deceased, stray, or wounded animal
- Animal cruelty
- Lost/found pet

PET OWNER RESPONSIBILITIES

Please see below for “Guidelines for Responsible Pet Ownership” from the American Veterinary Medical Association.

Owning a pet is a privilege and should result in a mutually beneficial relationship. The benefits of pet ownership come with responsibilities. These include:

- Lifelong care of the pet. This means committing to the relationship for your pet's entire life.
- Selecting a pet that is suited to your home and lifestyle and avoiding impulsive decisions.
- Recognizing that owning a pet(s) requires an investment of time and money.
- Keeping only the type and number of pets for which you can provide an appropriate and safe environment. This includes appropriate food, water, shelter, health care and companionship.
- Animals that spend extended periods of time outside require habitats that protect their health, safety, and welfare. Outdoor confinement of an animal should include provisions to minimize distress or discomfort to the animal, and assure access to appropriate food, water, and shelter from extreme weather conditions.
- Ensuring pets are properly identified (i.e., tags, microchips, or tattoos) and that their registration information in associated databases is kept up to date.
- Adhering to local ordinances, including licensing and leash requirements.
- Helping to manage overpopulation by controlling your pet(s)' reproduction through managed breeding, containment, or spay/neuter. Establishing and maintaining a veterinarian-client-patient relationship.
- Providing preventive (e.g., vaccinations, parasite control) and therapeutic health care for the life of your pet(s) in consultation with, and as recommended by, your veterinarian.

- Socialization and appropriate training for your pet(s) to facilitate their wellbeing and the wellbeing of other animals and people.
- Preventing your pet(s) from negatively impacting other people, animals and the environment. This includes proper waste disposal, noise control, and not allowing pet(s) to stray or become feral.
- Providing exercise and mental stimulation appropriate to your pet(s)' age, breed, and health status.
- Include your pets in your planning for an emergency or disaster, including assembling an evacuation kit.
- Making arrangements for the care of your pet when or if you are unable to do so.
- Recognizing declines in your pet(s)' quality of life and making decisions in consultation with your veterinarian regarding appropriate end-of-life care (e.g., palliative care, hospice, euthanasia).

LEASH LAW & REMOVAL OF PET WASTE

Robbinsville Township enforces several pet-related ordinances, two of which are highlighted below. To access all animal-related ordinances in Robbinsville Township, please visit the [Robbinsville Township Code here](#).

Leashing of Dogs

Dogs must be kept on a leash when off their owner's property. The leash must be no longer than six feet.



Removal of Pet Waste

All owners and keepers are required to immediately and properly dispose of their pet's solid waste deposited on any property, public or private, not owned or possessed by that owner or keeper, or used with the express authority or permission of the property owner.

ANIMAL CRUELTY LAWS

To ensure all dog, pet and service animal owners, and caretakers have a basic understanding of legal requirements, a brief, general description of the requirements and prohibitions and a guide to compliance is provided on the Robbinsville Township website, on the [Animal Control page](#).

If you suspect animal cruelty or abuse, contact the Robbinsville Police Department at (609) 259-3900.

LOST & FOUND PETS

There may be an occasion when a pet is lost or found by a resident. Report lost or found pets to the Robbinsville Police Department at (609) 259-3900.

Tips to Prevent Lost Pets:

- Get a collar with dog ID tags and/or a QR code to scan for your contact information.
- Secure your yard and home with a fence in the front- and backyard.
- Spay or neuter your pets to keep them from wandering off in search of other pets.
- Teach your pet basic commands, such as “come” and “stay.”
- Microchip your pet.

Steps to Take if You Lose Your Pet:

- Inform Robbinsville Police Department.
- Call and visit local animal shelters to check for your pet.
- Use social media and community groups to share missing pet information.
- Create pet photo poster and post in local stores, restaurants, post offices, etc.
- Use private services dedicated to finding lost pets.
- Beware of scams.
 - If a stranger claims to have found your pet, ask them to describe your pet and send a photo.
 - Be wary of anyone who asks for money before they’ll return your pet.
 - Omit one identifying characteristic when advertising a lost pet and be skeptical of anyone who claims to have found your pet but can’t describe this characteristic.

IMPORTANT PHONE NUMBERS

Call the Robbinsville Police non-emergency dispatch number at (609) 259-3900 to report:

- Animal bites (from dogs, cats, raccoons, bats, etc.) and vicious pets
- Deceased, stray, or wounded animal
- Animal cruelty
- Lost/found pet



Call the West Windsor Health Department at (609) 936-8400 for questions/concerns about:

- Rabies or potential exposure to rabies
- Rabies vaccination clinics

Call the Robbinsville Township Clerk at (609) 259-3600 x 1109 for questions about:

- Dog licensing

EMERGENCY PLAN FOR YOUR PET

In the event of an emergency, pet owners should have a plan of evacuation for themselves and their pets. Questions to ask yourself in preparation for an emergency include the following:

1. If I need to evacuate, where can I take my pet? List potential locations below:
(1) _____
(2) _____
(3) _____
2. Will I be able to bring my pet to a local emergency shelter? If so, where is the shelter located?
Local Emergency Shelter Name: _____
Address: _____
Phone Number: _____
3. Are there pet-friendly hotels in the area I am evacuating? If so, record name, location and contact for pet-friendly hotels.
(1) Hotel Name: _____
Hotel Address: _____
Hotel Phone Number: _____

(2) Hotel Name: _____
Hotel Address: _____
Hotel Phone Number: _____
4. If I become separated from my pet during an emergency, does my pet have adequate identification to re-connect with me/my family?
Collar with Phone Number Tag: Yes No
Microchip: Yes No
5. In the event of a medical emergency for my pet, do I have the contact number for veterinarian services?
Veterinarian Office: _____
Address: _____
Phone Number: _____

Alternative Veterinarian Office: _____
Address: _____
Phone Number: _____

Below please find an emergency plan checklist to complete for each pet you own.

- Food, drinking water, bowls, cat litter/pan, and a manual can opener if your pet eats canned food.
- Sturdy leashes, harnesses and/or carriers to transport pets safely.
- Medications and copies of medical records stored in a waterproof container.
- A first aid kit.
- Current photos of you with your pet(s) in case they get lost.
- Information on feeding schedules, medical conditions, behavior problems, and the name and number of your veterinarian in case you have to foster or board your pets.
- Pet beds and toys, if easily transportable.
- Veterinarian name and contact number.



West Windsor Health Department thanks you for taking the time to review the information on pet ownership. We hope this serves as a convenient reference for the community. The Health Department welcomes feedback and suggestions for future issues.

“Pets are humanizing. They remind us we have an obligation and responsibility to preserve and nurture and care for all life.” - James Cromwell