## State of Maine Dog Licensing Database: Certified Animal Control Officers



#### Why do we need a statewide database?

§3925 Dog Licensing Database. .....database shall track all dog licensing throughout the state and allow municipalities and animal control officers to reunite lost dogs with owners and track dogs that have been determined by a court of competent jurisdiction to be dangerous dogs and nuisance dogs....



#### Since October:

100,000+ Maine dogs licensed by 1200+ users



What info is in the database?

All dogs: Name, breed, age, size, color, rabies vaccination information, bite history, license number Some dogs: identifiable markings, rabies tag numbers, vet contact info, microchip numbers

> All owners: Name, address, phone number Some owners: email addresses, alternate contact numbers

#### A0056935800 - Baby Lincoln doggo

Details	P								
		ID: A0056935800		Name: Baby Lincoln d	doggo	Sex: F		Animal Status: Inactive	
		Reference ID:		Type: Dog		Spayed/Neutered: Yes	5	Stage: Licensing	
	Microchip ID:			Species: Dog		Date of Birth: 09/23/2023		Bitten Status: No Bite History	
	Pet ID: xx123			Breed: Abruzzese Mas	astiff	Age: 1y 4m 29d		Danger:	
		Site:		Color: Apricot		Age Group: Adult (6mc	o-8yr)	Animal Condition: UNKNOWN	
		Location/Sublocation:		Color Pattern: Solid		Size: Small		Asilomar Status:	
						Weight: 10 pound		Emancipation Date:	
Records	Photos/Vide	eo Memos/Files	Identifications	Holds Vouchers/Waivers	Profile				
Time Perio	d	<b>«</b>		License - 12345678	<b>Expires</b> : 12/31/202	25 12:00 AM	Person ID: P0046358182		
All		•		Type: Munic Kennel Lic-Dogs 2-	10 City/State: August	ta/Maine	Person Name: Abraham Lin	coln	
				Status: Current	Issuer: Maine Anir	nal Welfare Program-	Phone:		
Sort				Record Owner: Ronda Steciuk	Kennel Licenses		Address: 1 Pretend Street, A	Augusta, ME	
Py Data		<b>–</b>		Created: 02/05/2025 3:17 PM	Reseller: Pretend I	Municipality	04333		
by Date		· ·		Last Updated By: rsteciuk	Insurance Compa	ny:	Email:		
				Created by: Istecluk					

### Where do I start when I find a dog? Personal ID tag with phone number still the fastest way to contact owner!



# If no personal tag, a 2025 license tag will allow owner lookup in the database.



Enter license number. Most licenses are entered with a year prefix, but your search will find all that have that tag number.





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Once entered, you will find a list of licenses that have that number affiliated with them, in the license tab.

Note you will have to add this tab during your initial set up.

Clicking on the owner's name will bring up the owner information.

Intal	ke C	)utcome	Edit	Care	PPTN	Services Sch	edule Licensing	Finance (	Case Reports	Admin	Support				
		<b>م</b>													
188	3100												• (	+	<b>a</b>
Ani	mal(0)	Person(0	) Agen	cy(0)	License(1)	Ownership(0)	P								
<b>»</b>	Select	ID		Animal	ID	Name	Туре	Status	Status Date	Issued		Expiry	Person	Group ID	



Clicking the street address will give you maps, allowing for directions. Clicking on the Printer Icon will allow you to get a single document with all the person's information.



Clicking the street address will give you maps, allowing for directions.



If you want a document with all the Person's information you can click on the printer icon for a Person View Report.

Person Number.	Submit						
Person							
Printed:02/27/2025 1	0:43AM						Naine Animal Vietlare Program
Person Details							
P0047210312	<u>Name</u> Aqua Man	<u>Date of Birth</u>		ID Type: Numbe	ſ	<u>Gender</u>	
Addresses							
<u>Type</u> Home	Address 290 Western Avenue Augusta KENNEBEC Maine USA					PostalCode 04333	
Phone Numbers							
<u>Type</u> Cell	<u>Number</u> 207-555-1212				Extension		
Ownership / Guard	dianship						
<u>AnimalID</u> A0057923478	Date From 02/27/2025 09:34AM	<u>Name</u> Aquacow	<u>Species</u> Dog	Primary Breed Abruzzese Mastiff	Primary Color Black	DOB 2/27/2023	<u>Sex</u> M
License							
25-188100 A0057923478 Dog License	License Status Date/Time: 02/27/2025 09:34AM License S Record Owner: Ronda Steciuk Created Date/Time: 02/27/2025 09:36AM By: rsteciuk Last Updated Date/Time: 02/27/2025 09:34AM By: rsteciuk	tatus:Current			City/State: Augusta/Augusta,ME 04333 License Issuer: Maine Animal Welfare Program Expires: 12/31/2025 License Reseller: Pretend Municipality		
Insurance Reason: Policy #:		Insurance Com Coverage Amo	pany: unt: \$0.00		Policy Expires:		

#### The Animal Profile will give you all the animal information that has been entered.

#### NOTE, if the dog was licensed ONLINE you will have to go to the LICENSE to see the vaccine information

A0057923478 - Aq	uacow				+- 🔒		
<ul> <li>All (-)</li> <li>Medical (+)</li> <li>Exams (1)</li> <li>Vaccinations (1)</li> <li>Ownership (1)</li> <li>Point In Time (2)</li> <li>Stage (1)</li> </ul>	<b>NO</b>	Vaccination - 75864004 Vaccination: Rabies Vaccine- 1 year Type: Not Set up	Date: 02/27/2025 9:34 AM ReVaccination Date: 02/27/2026 9:34 AM Status: History				
	Ownership - 40471124		Date: 02/27/2025 Completed By: Ronda Steciuk	Person ID: P0047210312 Person Name: Aqua Man Phone: (207) 555-1212 Address: 290 Western Avenue, Augusta, ME 04333 Email:	\$		
	F	Exam - 81058823 Type: Exam Subtype: License	Date: 02/27/2025 9:34 AM Review Date: Medical Status: Temperament Status:	Weight: 0 Body Temp: 0 Pulse: Respiration: Body Condition Scale:			
		Created Date/ lime	Ву	Last Updated Date/Time	e By		
	X	11/05/2024 03:17 PM	OnlineLicensing	11/05/2024 03:17 PM	Onlir	neLicensing	Status History
		License Notes					
		Template Select	~	Override	Append Clear Spo	ell Check	
		Note					
		Rabies Vaccination: \ Falmouth Veterinary I	/acDate: 04/19/2024 ReV Hospital Veterinarian Pho	acDate: 04/19/2027 Veteri ne: 207-781-4028	inarian: Jennifer Ga	mble, DVM Veterinarian Clin	iic:

#### Microchip Lookup:

You can search for a Microchip in the search bar. This can find Maine animals with microchips that are registered, even if not licensed. If the microchip has ever been registered with 24Pet, the information is findable. You will have to notify the owner through the system if they are not licensed in Maine.

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Anii	mal(1)	Person(0)	Agency(0)	License(0)	) Ownersh	nip(1)											
<b>»</b>		Animal ID	Photo	Status	Stage	Species	Primary B	Name	Age	Sex	Spay/Ne	Primary C	On Hold	Microchip	Location	Sublocati	Referenc.
		A005701284	<b>H</b>	Inactive	Licensing	Dog	Australian Cattle Dog	Bugs	1y 11m 12d	Male	Yes	White		9851410			
		9851410050	m	<b></b> 24Pet.		Dog	Australian Cattle Dog	Bugs	1y 11m 12d	Male	true	White		98514 <b>1</b> 0			

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I only have a phone in the field; can I access it on my phone?

Google "Petpoint Login" and you will find the login page.

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188100	)			С					
		•	Filterへ	F)	ch In 🔿				
License	s								
Licenses ID: 25-188100 Animal ID: A0057923478 Name: Aquacow Type: Dog License Status: Current Status Date: 02/27/2025 9:34 AM Issued: 02/27/2025 9:34 AM Expiry: 12/31/2025 12:00 AM Person: Aqua Man Crown ID:									



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How do I get set up to use this?

- Certified ACOs: make sure your certification is up to date.

-Agreement from each town you serve

-Towns must be using the system

-Have Clerk's office set up your person profile in the system

-Once those steps are complete, email <u>animal.welfare@maine.gov</u> for user set up

How will I learn all of this?

#### There will be step-by-step user guides on the ACO Resources page of the AWP Website Reach out for help <u>Connor.Egan@maine.gov</u>

Division of Animal and Diant	Animal Welfare							
Health	Animal Control Officer Becourses							
Animal Health	Animal Control Officer Resources	Get ACO Official Notifications & Training						
Animal Welfare	On this page:	Updates						
About Us		Enter your email below to sign-up:						
Animal Control Officers	Training Requirements							
ACO Resources	Certification	Database User Training						
Animal Shelters	Continuing Education Training	Training Videos						
Animal Welfare Advisory Council	<u>Manuals &amp; Guides</u> <u>Forms</u>	Database User Training Webinar - Updated 12/4/2024 (YouTube)     Database User Training Webinar Part 4, January 14, 2025 (YouTube)						
Applications & Forms	Dog Tags Assigned to Towns	<ul> <li>Database User Training Webinar Part 2 - January 14, 2025 (YouTube)</li> <li>Database User Training Webinar Part 2 - January 14, 2025 (YouTube)</li> </ul>						
Dog Licensing		Database User Training - Lunch & Learn Presentation - Jan 14, 2025 (PDF)						
Municipality Resources	ACO Training	<ul> <li>Initial Task List (PDF)</li> <li>Maine Dog Licensing Database User Training Presentation (PDF)</li> <li>Updated 10/22/24</li> </ul>						
		Help Resources						

- Database FAQs (PDF)
- Database FAQs Volume 2 (PDF) Updated February 3, 2025
- PetPoint Request For corrections, deletions, and merge requests for Petpoint.
- Microchip Cheat Sheet (PDF)

#### How to ...

- Add Late Fees (PDF)
- Preenter Data in Database (PPTX)
- Issue Municipal Kennel Licenses (PDF)
- Issue Nuisance or Dangerous Dog Licenses (PDF)
- Add a Fee Exempt License Updated 10/21/24 (PDF)