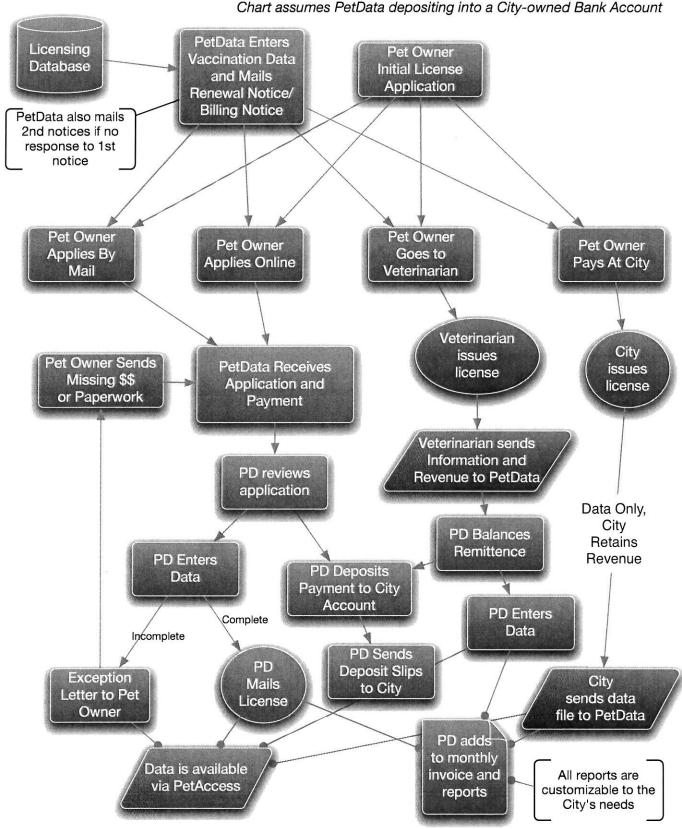
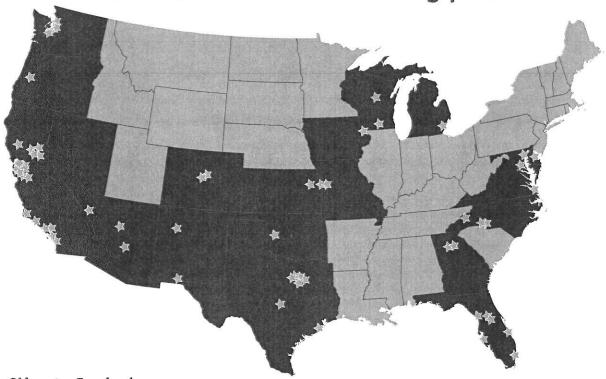


## **Animal Licensing Process Chart**

All License payments are made payable to City of Norman Chart assumes PetData depositing into a City-owned Bank Account



# PetData is The Nation's Only Full-Service Animal Licensing provider



### Clients Include:

Fort Pierce, FL

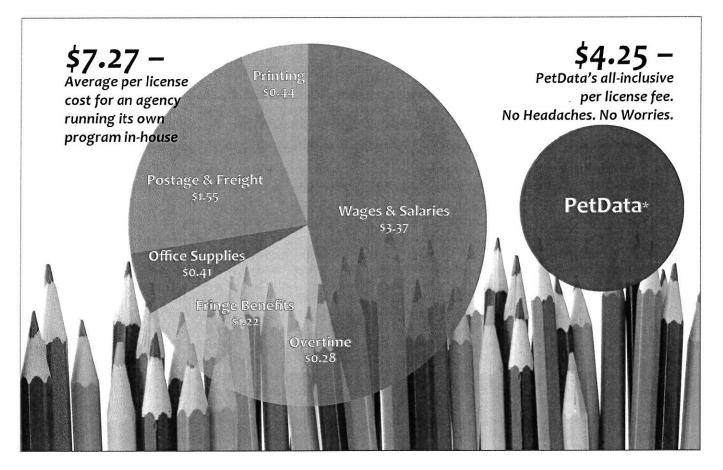
Albuquerque, NM Alexandria, VA Antioch, CA Apache Junction, AZ Asheville, NC Auburn, WA Baltimore, MD Bothell, WA Cedar Park, TX Charlotte-Mecklenburg County, NC Culver City, CA DeKalb County, GA State of Delaware Denver, CO Dubuque, IA Edmonds, WA Elk City, OK Eugene, OR Foothills Animal Shelter -Jefferson County, CO

Frisco, TX Fulton County, GA Gilrov, CA Hernando County, FL Highland Village, TX Irving, TX Kansas City, MO Lake County, CA Lake County, FL Lakewood, WA Las Vegas, NV Lenexa, KS Manatee County, FL Matthews, NC Mesilla Valley, NM Morgan Hill, CA Nevada County, CA Newport Beach, CA Oakland, CA Palm Beach County, FL Placer County, CA

Plano, TX Prescott, AZ Rocklin, CA Roseville, CA San Clemente-Dana Point, CA San Luis Obispo, CA San Mateo County, CA Santa Barbara, CA Seminole County, FL Solano County, CA Southern Brazoria County, TX Sterling Heights, MI Sunnvvale, CA Topeka, KS Torrance, CA University Park, TX Virginia Beach, VA Waunakee, WI Weston, WI

Handling accounts from across the nation,
PetData is equipped to manage all your animal licensing needs
while increasing revenue and compliance.
To learn more, call 800.738.3463 or visit petdata.com

# Save 25% or more by outsourcing to PetData!



## Plus you get all of these extra benefits at no additional cost!

- Professional onsite call center and customer service for your citizens
- Secure 24/7 access to licensing data via PetAccess
- Agency staff time can be reallocated for other important services
- Increased revenue from licensing
- No fee to accept donations from citizens when they purchase a license
- Online tag search
- Online licensing for pet owners via PetLicense
- Customized website
- Customized forms
- Customized phone greeting

\*All license fees based on a single year animal license. PetData's per license fee is based on single-year contract commitment at current rate. Discounts may apply for for multi-year contract commitment.

# Just a few of the services PetData provides...

#### Data Entry

Enter data - new applications
Enter data - renewal notices
Enter data - vaccination information
Update database for changed addresses
Update database for deceased animals

#### Database & Web Site Services

Transfer data to/from client's database weekly Provide secured access to online database Validate addresses to USPS standards Update and maintain Response Rate Report Customize/upgrade internal licensing software Prepare Enforcement list for clients

#### **Printing & Supply Purchases**

Purchase envelopes for renewal notices
Purchase return envelopes
Purchase envelopes for tags
Purchase tag receipts
Purchase office supplies
Print tag receipts
Print and prepare tag receipts for citizens
Print 1st and 2nd billing cards
Print 1st and 2nd renewal notices
Provide licensing supplies to veterinarians
Provide marketing materials to veterinarians

#### **Customer Service**

Answer citizens' calls
Respond to citizen emails
Communicate with veterinarians
Establish and maintain customized web site
Establish and update auto-attendant
Provide online licensing option via PetLicense

#### Mail Processing

Process incoming licensing mail
Process mail returned to PetData by Post Office
Process "No Renewals"
Process replacement tags
Process online credit card transactions
Scan every check and prepare deposits
Prepare letters for incomplete applications
Process vaccination reports from veterinarians
Process tag sales reports from veterinarians

#### Postage and Mail Expenses

Mail preparation for 1st and 2nd renewals
Mail preparation for 1st and 2nd billings
Mail preparation for exception letters
Mail preparation for tags
Postage for 1st and 2nd renewal notices
Postage for 1st and 2nd billings
Postage for exception letters
Postage for tags
Fold and insert notices and return envelopes
Mail refunds for duplicate & overpayments

#### Management

Oversee personnel Manage inventory Prepare analysis reports Design custom reports as needed

#### Overhead Costs

By hiring PetData, you also reduce direct costs, such as salaries, benefits, insurance, overtime, and indirect costs such as computers, printers, telecommunication expenses, and personnel hiring and training expenses.

.... And all for one low price!

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