

PAWS IN ACTION
CONTRACT

DOG'S NAME: _____ OWNER'S NAME: _____
(Please print) (First) (Last)

HEALTH MAINTENANCE:

If we observe a current medical problem while your pet is in our care, we will take the following steps:

1. We will make every attempt to alert the owner. (If the owner is not available)
2. We call your vet if they are open and will take your pet there, if not we will bring your pet to Petroglyph Animal Hospital, 6633 Caminito Coors NW, Albuquerque, NM Tel: 505-898-8874.
3. You agree to be responsible for all incurred vet fees.

DOG BITES:

In the event that your pet bites or injures another pet or person, you, the *owner* assumes all legal and financial responsibilities. If Medical attention is needed, all dogs will be brought to Petroglyph Animal Hospital.

FEE POLICY:

Daycare Hours: 8am-6pm Mon – Fri, 8am-5pm Sat, 10am-6pm Sunday 10am-12pm. Any dog not picked up by closing time will be charged the 24 hour rate. If your dog soils our vehicle when utilizing our shuttle service will be charged a \$25 cleaning fee. Payment is due upon retrieval of your dog. If someone other than yourself picks up your dog, your credit card on file will be charged.

GENERAL RELEASE:

Paws In Action is extremely dedicated to the health, care and well being of your dog and will do everything possible to make sure your dog's stay and visits with us are as comfortable and safe as possible.

I certify that I have read the above policy of Paws In Action and agree to its terms. I authorize Paws In Action to contact my vet for any and all necessary information.

I have seen and/or been explained about the Paws In Action facility, and accept all responsibility in case my dog jumps or climbs the secured fences. I realize that Paws In Action will alert Animal Control immediately and accepts no responsibility.

Even though Paws In Action requires that every dog be vaccinated for Kennel Cough with the Bordetella vaccine every year, the vaccine does not protect your dog from every new strain of the virus. Being in a boarding/day care environment, the risk for contracting Kennel Cough is extremely elevated, regardless of the vaccine. I understand this risk and know that Paws In Action assumes no responsibility for vet bills.

I am the owner and/or agent of the dog mentioned above on this form, and I am authorized to sign this release form. I give consent to Paws In Action Pet Sitting (including its agents and employees), to act in my behalf and in my dog's best interest, by obtaining emergency veterinary care at my expense if deemed necessary. I agree to indemnify and hold Paws In Action Pet Sitting (and its agents and employees) harmless for any and all expense relating to such emergency care. I release Paws In Action (and its agents and employees) from any liability or claim due to injury or death of my dog, and hereby assume all expense or liability for injuries my dogs may inflict on a human or another dog while staying on the Paws In Action's premises or being walked by Paws In Action.

I understand that if Paws In Action decides that my dog poses a risk to either staff or other dogs, or that if Paws In Action concludes that my dog is no longer a candidate for services, Paws In Action reserves the right to refuse services for my dog, at anytime. I understand that putting my dog in this environment increases risk of exposure to certain communicable diseases. I further understand and agree that my dog may be injured or may cause injury to another dog. I give my full authorization to use my credit card for these purposes if deemed necessary.

Signature: _____ Date: _____

Paws In Action's Procedures

Day Care – Hours of Operations and Procedures

Daycare is open for operation Monday-Friday from 8:00 am to 7:00 pm, Saturday from 8:00am to 5:00pm and Sunday from 10:00am to 6:00pm. Although there is a staff member present 24 hours a day, all dogs must be picked up during hours of operation. Unfortunately we are unable to accommodate pick-ups and drop-offs outside of our hours of operation. All dogs must be picked up by closing time or they will be required to spend the night

Checking In and Checking Out

1. **Please have your dog and under your control upon entering.** This is an important step in maintaining a safe environment.
2. When checking your dog in, please communicate any special needs your dog may have which will help us to care for them. For example: allergies, hot spots, wounds, fear, TLC, ball playing, squeaky toys, etc.
3. Please label all of your dog's personal belongings clearly, including their leash, food and any medication.
4. Please report any feedback, strange behaviors, or illnesses immediately. It is important for us to be aware for the health and safety of all dogs.
5. Clearly write down all medication, special needs, etc., in the designated areas on the overnight form.

Daycare – Lunch

When checking your dog in, please indicate whether they will need lunch (for dogs under 1 year old), need a bath, or need shuttle service.

*If requesting lunch, please provide lunch. A **\$2.00** fee will be assessed for any dogs over 6 months old. A **\$4.00** fee will be assessed if you would like the Paws In Action to provide food for your dog.

*When requesting a shuttle drop-off, for the first few times, please leave address, key, drop-off instructions, and a phone number where you can be reached. **Shuttle only operates Mon-Fri. It is not available on weekends.**

“Mi Casa es su Casa” – Private Boarding in our home

1. Fill out the questionnaire application form completely.
*Make sure to include all special instructions (extra love, time outs, and allergies etc...)
*Clearly indicate feeding instructions.
*Indicate time you will be dropping off and picking up your dog.
2. Please supply food for your dog. We prefer if you prepackage meals into individual zip lock bags (1 baggie per meal). **Due to limited storage space, please only bring the amount of food needed for your dog's stay. 20lb or larger bags of food will only be accepted if your dog is here for an extended time period. You will be asked to re-bag your food and take the excess with you.** Please make sure to label all belongings, including food bags, with your dog's name.
3. Dogs must be picked up and dropped off during the hours of operation. For the safety and well being of the dogs staying with us, **dogs checking in for overnight must be here by 2 pm. If your dog is under 2 years old then drop off time is 12pm. If you need to drop off your dog earlier than our drop off hours then we will charge you the Day Care Fee \$17/dog plus the overnight fee. If you have multiple dogs then its \$12/dog.**
4. If you are dropping off multiple dogs, please indicate if they need to be fed separately.

Overnight with Home Security – At your home

For a flat fee we will stay the night in your home with your pets giving your pets added companionship and security throughout the night. During our stay, we will use your house as our home base. Overnight care allows us to come as close to their normal routine as possible. It also increases the likelihood that we will be present in the event of an emergency. We will arrive at approximately 5-6pm and depart between 9-10am the next morning. Overnight Stays include late night and morning visits. If your pet requires a return visit or walk during the day, please see Pet Sitting services or Dog Walking services on our website for rates and description.

Shuttle Service

We are happy to offer service for your dog within our driving area of Albuquerque, NM. The fee ranges from \$10.00 - \$15.00 depending on your location. Please ask us to determine your one way or roundtrip rate. Dogs are picked up between 9:00 am and 9:30 am and dropped off between 5:00pm and 7:00pm. All pick-ups must be arranged by 4 pm the previous day, and all drop offs must be arranged by noon on the day of the drop-off.

Please note: We do not have pick up and drop off service on weekends or holidays.

Additional Information

All dogs must be current on required vaccinations. Please make sure to give us any updated shots records. Although all dogs must be vaccinated and we disinfect regularly, it is still possible for your dog to contract a virus or bacteria. For this reason, it is important for you to communicate any illness or irregularities you notice with your dog. All dogs are screened for aggression, but fights can still occur. It is also possible for puncture wounds to happen during play sessions. In the event of a fight or injury, we will bring any dogs needing medical attention to Petroglyph Animal Hospital right away. An incident report will then be filed. The dog responsible for inflicting the wound will incur all vet bills. If your dog needs medical care during their stay, we will bring them to Petroglyph Animal Hospital and bill you for the fees. We will make every attempt to contact the owner or emergency contact before taking any action. It is important to note, especially on your dog's first overnight stay, that your dog may experience signs of fatigue that includes sleeping, loss of appetite and general lethargy. This might last 2-3 days, after which your dogs should bounce back to normal. If the symptoms continue, please contact us ASAP

