

Home Sweet Home pet services – Pet Information Disclosure & Home Guide

Owner:

Phone #:

Address:

Phone #:

City:

Phone #:

Veterinarian Clinic:

Vet Phone #:

	Name	Animal Type	Breed/Color	Declawed?	Spayed/Neutered?	Birthday	Sex	Micro-chipped?
Pet 1								
Pet 2								
Pet 3								
Pet 4								
Pet 5								
Pet 6								

Feeding Instructions:

- Feed apart from other pets/supervise
 Dispose of uneaten food
 Remove food after ____ Min

	Brand of food	Feeding time (check all that apply)	Amount to feed per feeding:	Additional instructions:
Pet 1		<input type="checkbox"/> am <input type="checkbox"/> mid <input type="checkbox"/> pm		
Pet 2		<input type="checkbox"/> am <input type="checkbox"/> mid <input type="checkbox"/> pm		
Pet 3		<input type="checkbox"/> am <input type="checkbox"/> mid <input type="checkbox"/> pm		
Pet 4		<input type="checkbox"/> am <input type="checkbox"/> mid <input type="checkbox"/> pm		
Pet 5		<input type="checkbox"/> am <input type="checkbox"/> mid <input type="checkbox"/> pm		
Pet 6		<input type="checkbox"/> am <input type="checkbox"/> mid <input type="checkbox"/> pm		

Medication Instructions:

Which Pet?	Name of Medication	Administer when:	Dosage:	Additional instructions: (please be very specific)
		<input type="checkbox"/> am <input type="checkbox"/> mid <input type="checkbox"/> pm		
		<input type="checkbox"/> am <input type="checkbox"/> mid <input type="checkbox"/> pm		
		<input type="checkbox"/> am <input type="checkbox"/> mid <input type="checkbox"/> pm		
		<input type="checkbox"/> am <input type="checkbox"/> mid <input type="checkbox"/> pm		

Pet Medical History / Allergies: (ongoing or reoccurring known illnesses/injuries):

Pet's Living Area:

- Restrict to pet area/crate when pet is alone Restrict to pet area/crate at bedtime Restrict to pet area/crate at all times

Instructions:

Temperament/Personality: *Pet Doesn't Like:*

- People near food dish Touch _____ Strangers Rain/Snow/Cold
 Hot Days Loud Noise/Vacuum/Thunder Other (please explain):

Has Pet Ever:

- Attacked someone/bit someone Attacked another animal Escaped from home

Describe (even if mild, or under extreme/unusual situations):

Location of:

Crated Area		Treats	
Leash / Collar		Litter Box	
Food Dish		Scoop & Litter Box Supplies	
Food		Kitchen Waste	
Water Dishes		Outside Waste	
Medication		Waste Disposal	
Paper Towels		Paw Towel	
Garbage pickup day		Spot Cleaner	
Poop bags / scoop		Put Mail / Newspaper	
Special Request		Special Request	

Emergency Contacts:

Name:	Phone:	Phone:
Name:	Phone:	Phone:
Name:	Phone:	Phone:

Key Information:

Key Policy: Client should have two (2) keys available at the meet & greet. Home Sweet Home will then store them permanently in our lockbox, coded for identification (no name or address with the key). If we must make a special trip to pick up/drop off a key, the additional charge is \$10.00 per trip. Garage door openers or codes are not a substitute for keys.

Garage code: _____ Alarm code: _____

How would you like pet sitter to enter your home: _____

Home Sweet Home pet services – Contract

- For the purposes of this document, the terms Client, Owner, Pet Owner, and Customer are synonymous with the person contracting services for one or more domestic animals. Deposit in full is due at time of reservation. **Reservations are not held** until payment in full is received by Home Sweet Home pet services or special arrangements are agreed upon by both parties. A \$2 per visit late charge will be assessed to services that are not paid in advance.
- There will be a **\$25 service charge** for each returned check.
- Cancellation Charge Schedule effective 01/01/20011 (% applies to entire service period total):
 - **0 - 48 hours** prior to any service, and/or Holidays: Payment in full is charged (no refunds)
 - **2 - 7 days** prior to service: 20% of service total is due (equals an 80% refund)
 - **8 days** prior to service or more: No charge, refund in full.
- Client takes full responsibility for prompt payment of fees. A finance charge of 1.5% per month will be added to unpaid balances after thirty (30) days. In the event it is necessary to initiate collection proceedings on this account, Client will be responsible for all reasonable attorney's fees and costs of collection.
- Reservations are made to plan sitter availability. Clients returning home early will not receive a refund or credit.
- No relaxation, indulgence, waiver or release by any party of any of the rights in terms of this Pet Services Contract on one occasion shall prevent the subsequent enforcement of such rights and shall not be deemed to be a waiver of any subsequent breach of any of the terms. If any parts of this Contract shall be held to be invalid, illegal, unenforceable or in conflict with the law of any jurisdiction, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.
- Home Sweet Home pet services is not responsible for damage to the home beyond the control of the Pet Sitter. This includes, but is not limited to leaks, electrical problems, and acts of nature. In these situations, the company will attempt to contact the owner and then the emergency contact before making a subjective decision on dealing with the problem. All repairs and related fees (including Special Service emergency service time and coordination fees) will be paid by the client, or fully reimbursed to Home Sweet Home pet services within 14 days.
- Home Sweet Home pet services is not responsible for any damage to property of the client or others unless such damage is caused by the negligent act of the Pet Sitter. Home Sweet Home pet services agrees to remain fully insured. Home Sweet Home pet services accepts no responsibility for security of the premises or loss if other individuals have access to a client's home, or if the home is not properly secured. Any individuals that visit the home will leave a log of their visit.
- Home Sweet Home pet services is not liable for any loss or damage in the event a burglary or other crime that should occur while under this contract. Pet Owner agrees to secure home prior to leaving the premises.
- Home Sweet Home pet services will re-secure the home to the best of its ability at the end of each visit. While keys are in the possession of a Pet Sitter, they will be either on the Sitter's physical person, or be properly stored an undisclosed location. Pet Owner must have legal rights to place the animals in the care of Pet Sitters, Kennels, and Veterinary Clinics. The Pet Sitter cannot service a home with "Visiting" pets or animals that do not belong to the resident of the service site without separate sets of agreement forms, including a Legal Considerations Agreement, accepted and signed by each rightful owner(s).
- Pet Owner is responsible for pet-proofing house and yard, and the security fences/gates/latches.
- Home Sweet Home pet services will not be responsible for the safety of any pets and will not be liable for the injury, disappearance, death, or fines of any pet with unsupervised access to the outdoors.
- Home Sweet Home pet services is authorized to seek any emergency veterinarian assistance needed during visits, at the cost of the client, from any veterinarian as chosen by the sitter. However, the company is not responsible for the health/well being of the animal.
- Pet Owner is responsible for supplying the necessary, safe equipment/supplies needed for care of their pet(s), including but not limited to a sturdy, well-fit harness (halter, collar, etc...) for walks or in case of emergencies, firmly affixed vaccination tags, a lead rope or leash, pooper-scoopers, litter boxes, food,

cleaning supplies, medicines, pet food, and cat litter. Pet Owner authorizes any purchases necessary for the satisfactory performance of duties. Pet Owner agrees to be responsible for the payment of such items, as well as service fees for obtaining items, and will reimburse company within 14 days for all purchases made.

- Pet Owner will be responsible for all medical expenses and damages resulting from an injury to a pet sitter, or other persons, by the pet. Pet owner agrees to indemnify, hold harmless, and defend Home Sweet Home pet services, in the event of a claim by any person injured by the Pet.
- Home Sweet Home pet services is not responsible for acts of God; including but not limited to; Temperature extremes (we use real feel temps), Thunderstorms, lightening, high winds, heavy snow. Scheduled walks will become indoor playtime with a potty break. Home Sweet Home reserves the right to make the judgment call as to what constitutes a weather condition that will alter that day's contracted activity with your pet.
- Future Services: I authorize this contract to be valid approval for services so as to permit Home Sweet Home pet services to accept all future telephone, online, mail or email reservations and enter my home without additional signed contracts or written authorizations. The terms of this document apply to all the pets owned by the client, including any and all new pets that the customer obtains on or after the date this document was signed, at any and all locations the owner designates for service.
- Home Sweet Home pet services reserves the right to terminate this contract at any time if the Pet Sitter, in her sole discretion determines that Owner's pet poses a danger to the health or safety of itself, other pets, other people, or the Pet Sitter. If concerns prohibit the Pet Sitter from caring for the pet, the Owner authorizes the pet to be placed in a kennel (or previously arranged locale), with all charges (including but not limited to transportation, kenneling, tranquilizing, treating, accessing, & liability) to be the responsibility of the Owner.
- Home Sweet Home pet services agree to provide services stated in this agreement in a reliable, caring and trustworthy manner. In consideration of the services as an express condition thereof, the client expressly waives and relinquishes any and all claims against the company and its employees, except those arising from negligence. Claims of negligence that involve a hired Independent Contractor, hired by Home Sweet Home pet services, will be the responsibility of the Independent Contractor and the company they represent.
- Client agrees to notify Home Sweet Home pet services of any concerns within 24 hours of return.
- This agreement is valid from the date signed, and replaces any prior Legal Considerations agreements.
- Client agrees to any future Home Sweet Home pet services term changes relayed *verbally to the client*, mailed or emailed in writing to the client, or posted on our website under the heading Terms.
- The owner states that he/she as read this agreement in its entirety and fully understands and accepts its terms and conditions.

Client/Owner Name: _____

Signature: _____ Date: _____

Home Sweet Home pet services – Veterinary Release Agreement

In the event that any of my pets appears to be ill, injured, or at significant risk of experiencing a medical problem at the start of service or while in the care of Home Sweet Home pet services, I give permission to Home Sweet Home pet services to seek veterinary service from a veterinarian or a veterinary clinic. My preferred veterinary services are listed on each individual Pet Information Disclosure. Other veterinarians or emergency care clinics chosen by the pet sitter are acceptable.

I ask Home Sweet Home pet services to inform the attending clinic or veterinarian of my requested total diagnosis and treatment limit of \$_____ per pet / all pets (most common values are \$200, \$1000, or unlimited). I understand that efforts will be made to contact me regarding any treatments, illness, injury, or potential problems as soon as the condition is deemed not life threatening and/or contact is possible. I understand that Home Sweet Home pet services works hard to prevent accidents and injuries, and that such problems may occur no matter how well a pet is cared for. I agree to allow Home Sweet Home pet services to use their best judgment in handling these situations, and I understand that Home Sweet Home pet services assume no responsibility for the actions and decisions of the veterinary staff, the health, or death of my pet(s).

I will assume full responsibility for the payment and/or reimbursement for any and all veterinary services rendered, including but not limited to diagnosis, treatment, grooming, medical supplies, and boarding. Such payments will be made within 14 days of the initial incident. I also agree to be responsible for all Special Service fees assessed by Home Sweet Home pet services for emergency transportation, care, supervision, or hiring of emergency caregivers, and will pay such fees within 14 days of each incident. In the event it is necessary to initiate collection proceedings on this account, Client will be responsible for all reasonable attorney's fees and costs of collection.

I further authorize Home Sweet Home pet services and my primary veterinarian(s) to share all of the medical records of all of my animals with veterinary clinics in an emergency in the interest of providing the best care for my ill or injured animal(s). Every dog and cat at the site of service will be current (per my veterinarians recommendations) on its rabies vaccinations prior to the arrival of pet sitter. I will also make arrangements to guarantee that each animal will remain current on its rabies vaccinations throughout each service visit period.

I agree to notify Home Sweet Home pet services of any signs of injury or possible illness before any visit as soon as the condition appears. Home Sweet Home pet services reserves the right to cancel service at any location where a pet with a potentially infectious condition exists. Home Sweet Home pet services strives to provide clean, safe service to each of our clients. In doing so, Home Sweet Home pet services strongly recommends that each pet and large animal be vaccinated, dewormed, and protected from harmful insects according to veterinarian recommended standards.

This agreement is valid from the date below and grants permission for future veterinary care without the need for additional authorization each time Home Sweet Home pet services cares for one or more of my pets. I understand that this agreement applies to all of the pets within Home Sweet Home pet services care. In signing this contract, I agree that I have the sole authority to make health, medical, and financial decisions regarding the animals that will be scheduled to receive service.

Client/Owner Name: _____

Signature: _____ Date: _____