

Boarding Policy Letter

We thank you for trusting Callfield Companion Animal Clinic to take care of your pet while you are away. We take our job very seriously so that you can rest assured your pet is in good hands during your absence. In order to provide your pet with a safe boarding environment, we require that every boarded pet be healthy, have a current Rabies vaccination, plus a yearly DHPPv for dogs and yearly FVRCP for cats. No pet that has been at the WF Animal Control facility or any Humane society or similar facility will be allowed to board their pet for 4 weeks after the pet is released from the facility. A Kennel Cough (Bordetella) vaccination within the past 6 months is also required for dogs. Proof of these vaccinations from a licensed veterinarian will be required. If adequate proof of vaccinations is not provided we will administer the appropriate vaccinations and the pet's owner will be responsible for the charges. Each pet must also be free of internal and external parasites. If a boarded pet is found to have internal or external parasites we will treat the pet at the owner's expense. For your pet's safety we do not recommend that you board multiple pets in the same cage or run.

The charges for boarding are: \$14 per day for cats, \$19 per day for dogs up to 40 pounds; \$23 per day for dogs 41 pounds and over. There is no discount for multiple pets in a single cage or run.

In the event your pet becomes ill or is injured, we will initiate all medical and/ or surgical treatments deemed necessary by the staff of Callfield Companion Animal Clinic, including referral and transfer to a specialist or critical care facility. The pet's owner will be responsible for all charges that result from treatments provided. All items left with your pet including special bedding, toys, leashes, collars, etc. are left at your own risk. In the event your pet is left with us for 14 days past the reservation and we are unable to contact you, we will consider the pet abandoned and the pet will become property of Callfield Companion Animal Clinic.

It is your responsibility to provide us with a good phone number or an emergency contact every time you come in for boarding.

Client's name: _____

Pet's name: _____ Breed: _____ Gender: _____

If we cannot contact you, is there someone else you would like us to contact? _____

Is anyone else authorized to pick up your pet from boarding? Yes or No If yes, whom? _____

There is an additional charge of \$4.50 per day to administer medications. If there are complicated or injectable medications that need to be administered, additional charges may apply.

Is your pet on any regular medications that we need to administer? Yes or No

If yes, list medications, how often and for what condition the medication is administered: _____

It is also your responsibility to instruct us on how you would like your pet fed every time you come in for boarding.

Since we cannot possibly stock every type of pet food, and in order to prevent gastrointestinal upset from a sudden food change, we encourage you to provide your pet's usual food. If no food is provided, we will feed a premium quality pet food twice daily. **Please provide us with instructions as to how much and how often you feed your pet:**

For an additional charge, we can bathe your pet before it goes home from boarding. The bath fee for cats and for dogs up to 40 pounds is \$28; dogs between 41 and 100 pounds are charged \$34. Dogs 101 pounds and over are charged \$44. In order to insure that bathed pets are dry and ready to go home, please pick up after 1:00PM. Some pets cannot be bathed due to temperament issues.

Pick up / drop off hours are from 8:30 to 4:30 ONLY! NO EXCEPTIONS PLEASE!

You will be required to put down a deposit to reserve your pet's space. If you are boarding during a holiday, you must give us 5 days notice to cancel your reservation to receive a refund of your deposit. If your reservation is during non-holiday boarding times we require 48 hours cancellation notice to receive a refund of your deposit.

We will use the information provided on this form every time you come in for boarding. It is your responsibility to notify us of any changes that need to be made to this information. If you choose you may request to fill out a form every time you come in for boarding.

If you have thoroughly read and agree to this entire form please sign and date below.

Client's signature

Date