

For Staff Use Only

Shelter Name: New Name:	Animal #:
Breed/ Type:	Age:
Hold: <input type="checkbox"/> 1st <input type="checkbox"/> 2nd <input type="checkbox"/> 3rd	Reason: _____
Hold expires: _____	Hold fee taken (nonrefundable):\$ _____ cash/card/check
<input type="checkbox"/> Pets for the elderly <input type="checkbox"/> Photo taken <input type="checkbox"/> Veterans discount (ID required) <input type="checkbox"/> Foster discount <input type="checkbox"/> Employee discount	

<u>Discussion Points:</u> <i>(add notes regarding specific points discussed)</i>	Staff Initials
Behaviors observed in the shelter	
Medical/ Behavior Waivers	
Included in the adoption: Spayed/Neutered, vaccines, MC, flea control, de-wormer, bag of food, free wellness exam, *Note: Licenses will be required for dogs in contracted jurisdictions at additional cost*	
Kennel Cough/ Upper Respiratory Infection	
Introducing to your home: Indoor/ outdoor, housing, potty training, pet proofing/ safety, equipment/ supplies (harness, scratching post etc.)	
Meeting new people/ children/ dogs/ cats	
Change in behavior post-adoption	
Shelter resources: Behavior advice, training references, 100% return policy <i>(refund determined by dept. manager)</i>	

Additional Staff Notes:

Adoption Fee: \$ _____

Approved by: _____