



Second Home Pet Boarding, LLC

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SECOND HOME PET BOARDING POLICIES

RESERVATIONS:

- Reservations are required for all boarding. Please call prior to arrival.
- Confirmed reservations must have the following forms on file:
 - 1.) Signed Boarding Services Agreement Form
 - 2.) Signed Boarding Policies Form
 - 3.) Signed Dog and/or Cat Profile Form
 - 4.) Proof of current vaccinations (no pet will be admitted without current vaccines).
(These forms **must be completed and signed prior to accepting any pet**)
- Failure to have the above on file may result in a cancelled reservation.
- A \$50.00 deposit is required for any reservation made thirty (30) days ahead of time.
- **Prior to extending a boarding stay, current balance must be paid in full.**
- Boarding is available by appointment only for the following holidays: **New Year's Day, Easter Sunday, Memorial Day, Independence Day (July 4th), Labor Day, Thanksgiving Day, & Christmas Eve & Christmas Day.** Over these holidays and surrounding periods, a minimum two (2) night stay is required. These days fill up quickly so please make your reservations as soon as possible.
- **Due to high demand during holiday periods, boarding rates will increase.**

CANCELLATIONS:

A \$50 cancellation fee will be charged for any reservation that is canceled within 5 days of the boarding reservation on file.

BOARDING ARRIVALS & PICKUPS:

- Boarding arrivals & pickups are scheduled by appointment only.

If you need to drop-off or pickup your pet at a different time other than your scheduled appointment time due to an emergency, please call or text us as soon as you can to arrange alternate pickup and/or drop-off times. If possible, please give us a 24 hour notice when appointment times change. ***We are a small facility and bookings can be back to back so adhering to scheduled drop-off and pickup times is extremely important.*** Pets that are not picked up by 8:30PM (without having made prior arrangements) will incur additional boarding fees.

VACCINATIONS:

- **Proof of vaccinations from your pet's veterinarian are required for ALL boarding services.**
- Bordetella should be administered seven (7) days prior to your pet's arrival. The Bordetella nasal and oral vaccination should be administered three (3) days prior to your pet's arrival.
- All puppies and kittens must be four (4) months of age and have completed their full series of vaccinations. For the wellbeing of all our boarded animals, there can be no exceptions to this policy.

Dogs

Rabies: 1 or 3 year

DHPP: 1 year

Bordetella: Every 6 months, or 1 year
(depending on vaccination provided)

These are ONLY recommendations, your vet will determine what is best for your pet.

Cats

Rabies: 1 or 3 year

FeLV: 1 year (waiver from vet available for indoor-only cats)

FVRCP: 1 year

These are ONLY recommendations, your vet will determine what is best for your pet.

HEALTH:

- For the health & safety of all our boarded pets, please make sure that your pet has been in good health for the past thirty (30) days prior to their arrival. Please notify us of all health issues your pet may have.
- All pets must be on a monthly flea and tick preventative. This is for the safety of your pet and all other pets being boarded, no exceptions. If fleas or ticks are found on any pet, they will be given a flea treatment at the owner's expense.
- If your pet requires specialized care and/or attention, arrangements for such special care and/or attention must be made prior to your boarding reservation so that your pet's needs can be properly attended to.
- Second Home Pet Boarding, LLC reserves the right to refuse admittance to any pet that requires specialized care. In these situations, we recommend boarding at a veterinarian.
- Second Home Pet Boarding, LLC cannot accept pets that have incontinence, severe lack of mobility, or epilepsy. In these instances, we recommend using a veterinarian for your boarding needs.
- If your pet has been involved in any type of altercation; is overly aggressive or defensive, leaving them susceptible to injuring themselves or other pets; you must let us know so that they we can be observant of all pet behavior.
- Pets on multiple medications must be cleared by Second Home Pet Boarding, LLC before a reservation can be made. In certain instances, we may recommend boarding at a vet.
- Our indoor/outdoor dog kennels are perfectly designed for one or two large dogs (50 lbs. or over). Your pet's comfort and safety is our top priority, so if you will be boarding three or more large dogs at a time, two separate kennels must be reserved.

FORMS:

- Every pet must have the following four (4) forms completed and signed prior to boarding:
 - **Boarding Policies Form**

- **Boarding and Services Agreement Form**
- **Dog and/or Cat Profile Form**
- **Pet Care Information & Instruction Form**
- A **Medication/Supplement Administration** form **must** be completed for dogs that require medication and/or supplements. Please note: if it is difficult for you to administer medication to your dog, it will be extremely difficult for us to administer it. Please consider bringing pill pockets or cheese or something that your dog will eat to disguise the medication. Please note: ***There will be a \$5 per day fee for any dog requiring the administration of more than one medication per day.***
- Forms can be obtained by calling Second Home Pet Boarding LLC at the numbers listed on the front page or by email at secondhomepetboarding@gmail.com or on our website at secondhomepetboarding.org.

PERSONAL PET BELONGINGS& PET FOOD:

- Second Home Pet Boarding, LLC provides food & water bowls for all pets during their stay.
- Please bring enough of your pet’s food to last their entire stay. If you have a feeding schedule and specific amount that you feed your pet at each feeding, you will need to note this on the Pet Care Information & Instruction Form.
- Your pet’s favorite treats can be brought in and will be given at select times during the day. Please keep in mind that your pet can get very board during their stay, so consider bringing chew toys, Kong’s or other treats that will help to keep them occupied.
- Second Home Pet Boarding, LLC cannot be liable for any tracking/GPS collars and we highly recommend that these collars be left at home.
- We encourage you to provide your pet with toys and bedding from home.

Client Name (print): _____

Pet’s Name: _____ Circle: Cat / Dog

Pet’s Name: _____ Circle: Cat / Dog

Pet’s Name: _____ Circle: Cat / Dog

Pet’s Name: _____ Circle: Cat / Dog

Client Signature: _____ Date: _____