



Dear New Boarding and Grooming Customers,

Thank you for choosing the Prison Pet Partnership to assist you with all of your boarding and grooming needs. We strive to provide the best care possible to your animals while they are in our care! **To get started with boarding or grooming please fill out the attached Boarding and Grooming Application.** It may seem extensive however the more information we have about each pet, the better we can care for them. Often times we will spend weeks with your pets so knowing their history, likes/dislikes, eating habits, and more will help us to make their stay with us a happy one!

The Prison Pet Partnership takes reservations up to one year in advance, so it is important to make an appointment as soon as possible. The holidays are very busy for us so please call ahead to reserve a space. It is also important that if you need to cancel a reservation for any reason, we appreciate having advance notice so we may pull people from our waiting list. **Due to a recent increase in late cancellations our office may charge a late cancellation fee to your account. Please see the following page regarding cancellation fees.** Our office receptionist can be reached Monday through Friday from 9:00 AM to 3 PM.

Due to the fact that we are located within a prison, we ask that when you drop off or pick up your animals you leave your children at home. **No person under the age of 18 is allowed onto the prison grounds.** If you need to have another family member or neighbor pick up your pets please let us know in advance their last name so we can be sure to notify the public access officer. Please also remember that we must comply with the guidelines of the prison, and at 4 PM count time begins. **Between 4 and 5 PM no one is allowed to enter the facility so the latest you may come to pick up your pet is 3:30 PM!** If you cannot arrive before this time, we ask you to please come back at 5 PM. **No exceptions!!!** We would also like to remind you that shorts, tank tops, and flip flops are not allowed to be worn into the prison!

Thank you again for choosing the Prison Pet Partnership! We look forward to meeting you and your pets soon! For more information regarding pricing, medication, vaccinations and other boarding/grooming topics please visit our website @ www.prisonpetpartnership.org.

Rachel Keeler

Vocational Education Program Manager

info@prisonpetpartnership.org

253.858.4240

253.858.4202 fax

Required Vaccinations:

Dogs: Rabies
Distemper
Bordetella
Cats: Rabies
FVRCP
Feline Leukemia

Drop off and pick up times:

Monday – Friday:	8:30 – 11:30 pm
	12:30 – 1:30 pm
	2:30 – 3:30 pm
	5:00 – 5:30 pm
Saturday:	8:30 – 9:30 am
	2:30 – 3:30 pm
	6:30 – 7:30 pm



Dear Boarding and Grooming Customers,

Our boarding and grooming facility has limited space and is frequently at 100% occupancy. This forces us to turn clients away or add them to a waiting list. When clients cancel or change reservations without adequate notice, it is frequently too late for us to fill that space. This causes PPP to lose a tremendous amount of income that we rely on so that we can continue providing job skills to the inmates and rescue and train homeless dogs. Due to the loss of revenue, we are implementing the following cancellation policy effective October 1, 2014.

Boarding:

- We require at least 3 business days' notice of cancellation or schedule changes or you will incur a ***\$25 cancellation fee.***
- Premium dates: For all federal holidays (including holiday weekends) winter, midwinter and spring school breaks, we require at least 5 business days' notice of cancellation or schedule change or you will incur a ***\$50 cancellation fee.***

Grooming:

- We require at least 24 hours' notice for all grooming appointments or you will incur a \$25 fee.

Please note that if you are charged a cancellation fee you will be mailed an invoice. This invoice must be paid before PPP will provide additional services. This includes any future reservations that you have already scheduled. The Prison Pet Partnership greatly appreciates your support over the years, and we hope for many years to come!

**We have a 24 hour voicemail so if you need to cancel or change your appointment,
please call PPP at 253-858-4240.**



PRISON PET PARTNERSHIP

This application must be completed and submitted before boarding or grooming appointments can be made.

Owner's Information:

Name _____

Address _____

City _____ State _____ Zip _____

Home # () _____ Work # () _____ Cell # () _____

E-mail address _____

Emergency Contacts:

*****Please do not use someone you regularly travel with*****

Name _____ Phone # () _____

Additional Phone #'s _____

Email _____

Name _____ Phone # () _____

Additional Phone #'s _____

Email _____

Veterinarian Information

Vet hospital _____ Phone # () _____

Preferred Doctor _____

Address _____

Other vets animal(s) has/have been to _____



**PRISON PET
PARTNERSHIP**

Animal #1 Information:

Name _____ Breed _____

Male/Female _____ Neutered/Spayed/Intact _____ DOB _____

If you have a female INTACT animal when was the date of her last heat? _____

Color _____ Weight _____ Nickname(s) _____

Does this animal take any medications (vet prescribed or over the counter?) _____

Medication _____ Dosage _____ Reason _____

Medication _____ Dosage _____ Reason _____

What brand of food does your animal eat? _____

How much? _____ How often? _____

Animal #2 Information:

Name _____ Breed _____

Male/Female _____ Neutered/Spayed/Intact _____ DOB _____

If you have a female INTACT animal when was the date of her last heat? _____

Color _____ Weight _____ Nickname(s) _____

Does this animal take any medications (vet prescribed or over the counter?) _____

Medication _____ Dosage _____ Reason _____

Medication _____ Dosage _____ Reason _____

What brand of food does your animal eat? _____

How much? _____ How often? _____



PRISON PET
PARTNERSHIP

How long have you owned this animal(s)? _____

Where did you get your animal(s)? _____

Have you ever boarded your animal(s) before? _____

If **YES**, how was the experience? _____

Medical Information:

Does your animal(s) have any health problems or concerns? _____

Are there any exercise restrictions for your animal(s)? _____

Has your animal(s) had any surgeries or injuries? _____

If **YES**, please describe what they are, and how long ago the surgery/injury took place _____

Is your animal allergic to any foods, treats or medicine? _____

If **YES**, what are they, and what happens? _____

Does your animal have any major lumps/bumps? If yes, where? _____

Has your animal(s) ever had any seizures that you are aware of? _____

If YES, explain how long they are, how often, when was the last one? _____



PRISON PET PARTNERSHIP

Is your animal(s) prone to hot spots or skin irritations? _____

Animal's Personality:

Please check ALL that apply to your animal(s) personality & denote each trait to the correct animal(s)

Personality

- Outgoing
- Submissive/timid
- Affectionate
- Independent
- Playful
- Pushy
- Excitable
- Aggressive

Behavior

- May Bite
- Will Bite
- Growls
- Snaps
- Shows teeth
- Trembles
- Moves away
- Perfect angel

Attributes

- Fence digger
- Fence climber
- Jumps
- Protective
- Mouthy
- Fear of noises
- House broken
- Paper/litter trained
- Afraid of men
- Afraid of uniforms

Animals dislikes (i.e. having paws touched, having ears touched, having nails clipped) _____

Animal's likes (i.e. playing ball, walking, being brushed, getting hugs) _____

Does your animal(s) come when called? _____

Is your animal(s) food aggressive? _____ If **YES**, explain reaction _____

Has your animal(s) ever bitten a person? _____ If **YES**, please explain _____

Has your dog(s) ever bitten another dog? _____ If **YES**, please explain _____



How is your dog around cats or small dogs? _____

How is your cat around dogs? _____

Please provide any additional information about your animal we should know _____

Thank you for completing this application for your pet(s). We appreciate your time as each question on this application will better help us make your pets stay a happy and healthy one! Please be aware that PPP staff will contact you if any problems or concerns arise from this application. **Please also note that we will not tolerate any form of aggression in our facility.** Action will be taken to remedy the situation and ensure both parties (PPP and the owner) are able to keep offenders and other dogs safe. Remember, PPP is located within a prison and must conform to all standards, rules and regulations set forth by the Department of Corrections.

Thank you again from all of us at PPP!



This is a contract between the **PRISON PET PARTNERSHIP** (Herein after called PPP) and the pet owner whose signature appears below (Herein after called OWNER).

1. Owner agrees to pay the rate for boarding and grooming in effect on the date pet is checked into PPP facility.
2. Owner agrees to pay all costs and charges for special services requested, and all veterinary costs for the pet(s) during the time said pet(s) are in the care of PPP.
3. By signing this contract and leaving his pet with PPP, Owner certifies to the all information given about said pet(s) in the Boarding and Grooming Application.
4. PPP shall exercise reasonable care for the pet delivered by the Owner to PPP for boarding/grooming. It is expressly agreed by Owner and PPP that PPP's liability shall in no event exceed the lesser of the current chattel value of a pet of the same species or the sum of \$300 per animal in our care. The Owner further agrees to be solely responsible for any and all acts or behavior of said pet while it is in the care of PPP.
5. Owner specifically represents that she/he is the sole owner of the pet, free and clear of all liens and encumbrances.
6. Owner specifically represents to PPP that they pet has not been exposed to rabies or distemper within a thirty (30) day period to boarding and is current on all vaccinations.
7. All charges incurred by Owner shall be payable upon pick up of pet, or when billed by PPP at address listed on the Boarding and Grooming Application. Owner agrees that if any charges for boarding/grooming, veterinarian services, or other legitimate expenses connected with the care of this animal are not paid within 14 calendar days after the date the animal was due to be picked up, such animal is deemed abandoned under the Washington Civil Code. The PPP in whose custody the animal was placed shall first try for a period of no less than ten (10) days, to find a new owner for the animal. If unable to do so, then the PPP shall humanely destroy the animal. Such forced disposal is NOT to be construed as relieving Owner of all legal obligations for boarding/grooming debt and/or expenses incurred under this contract.
8. If pet becomes ill or if the state of the animals health otherwise requires professional attention, the PPP, in its sole discretion, may engage the services of a veterinarian or administer medicine or give other requisite attention to the animal, and the expenses thereof shall be paid by the Owner.
9. This contract contains the entire agreement between the parties. All terms and conditions of the Contract shall be binding of the heirs, administrators, personal representatives and assigns of the Owner and the PPP.
10. Any controversy of claim arising out of or relating to the contract, or the breach thereof, or as the result of any claim or controversy involving the alleged negligence by any party to this contract shall be settled by arbitration in accordance with the rules and the American Arbitration Association, and judgment upon the award rendered by arbitrator may be entered in any court having jurisdiction thereof. The arbitration shall, as part of his award, determine an award to the prevailing part for the costs of such arbitration and reasonable attorney's fees of the prevailing party.

Owner Signature _____ Date _____