



Santa Fe Pet Care Information Sheet

Loving, Reliable Animal Care

"Expect The Best"

Client Information

First name _____ Last name _____

First name _____ Last name _____

Address _____

Phone number(s) _____

Email(s) _____

Emergency contact _____

Pet Information

Pet name _____ Breed _____ Age _____

Spayed/Neutered: YES NO Microchip: YES NO If yes _____

Rabies vaccinated: YES NO Is pet trained? YES NO

Will pets chase animals, cats, and rabbits? YES NO

Does the pet have a bite history? YES NO

Does the pet have separation or thunderstorm anxiety? YES NO

Does the pet whine when alone for short periods of time? YES NO

Is the pet aggressive to other pets or humans? YES NO

Are pets allowed on furniture? YES NO

Any specific restrictions for pets? YES NO If yes _____

Allergies, medical conditions, or pertinent medical history? YES NO If yes _____

Medications/Supplements _____

Feeding schedule _____

Food location _____

Walk or activity schedule _____

Dog parks and off-leash walks are not available during pet sitting.

Location of pet leashes or carrier _____

Maximum hours pet can be alone _____

After the third, additional pet(s) is an additional \$15 per pet.

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Walk or activity schedule _____

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Maximum hours pet can be alone _____

Veterinarian Information

Veterinary hospital _____

Phone number _____

Regular veterinarian _____

In the case of an emergency, the owner(s) will be contacted prior to any medical decision being made. If unavailable, the sitter will make the best decision based on the situation. If any medical care is necessary, the owner(s) will maintain all responsibility for bills and care upon returning home. There will be an additional charge of \$125 for transporting the pet for medical treatment. If the pet does not have a primary veterinarian, the closest veterinary hospital is the default clinic. In the event of an emergency or urgent situation, the closest veterinarian will be utilized.

House Information

Where does the pet sitter sleep? _____

Alarm code _____ Alarm company _____

Wi-Fi network _____ Wi-Fi password _____

Gate code _____ Garage code _____

Cameras: YES NO If yes, where are they located? _____

Inside cameras must be covered or disabled to maintain sitter privacy.

Is there a spare key located outside? YES NO If yes, location? _____

Any poisonous plants on the property? YES NO If yes, location? _____

Water inside plants: YES NO If yes _____

Garden or outside plant care _____

Hummingbird/Bird feeder instructions _____

Refill bird baths: YES NO

Collect mail: YES NO

Clean up yard after pet(s): YES NO

Wash linens after use: YES NO

Is there a fire extinguisher: YES NO If yes, where? _____

Where is the fuse box? _____

Additional Information

Dates with departure and arrival times _____

Upon the sitter's departure, leave house keys where?

Are sitters allowed to use the kitchen facilities? YES NO

Please list the times, dates, and services of anyone expected at the house while gone:

Further instructions or additional information not covered in the above list:

How did you hear about Santa Fe Pet Care? _____

1) Payment is to be made in full at the time of service. Payments may be submitted via check, or electronic payment (i.e., Venmo, PayPal, Cash app). A non-refundable and non-transferable 50% deposit must be submitted one month before the start date or at the time of booking a service. Prorates are not applied to any service.

2) If the owner(s) trip plans are shortened, refunds are unavailable. If the owner(s) trip extends, in addition to normal charges, there will be a one-time \$50 charge for any unexpected extension to the original estimate.

3) The owner(s) will inform the attending veterinary hospital that Santa Fe Pet Care has guardianship of the pet(s) while away and will fill out any necessary paperwork to allow treatment in the event of a visit. The owner(s) will make all necessary arrangements for financial responsibility with the veterinary hospital before departure. If the sitter pays for any services while the owner(s) is absent, the owner(s) agrees to reimburse the sitter in full no later than the day of return.

4) If applicable, the sitter will provide the owner(s) with all receipts as proof of service provided and request reimbursement amount. Services can include pet food, gas/transportation, veterinary bills, and any other unforeseen costs in providing the highest quality care available.

5) If a medical emergency arises with pet(s) the sitter will make all reasonable efforts to contact the owner(s) at the above provided contacts. By signing below, the owner(s) authorizes the sitter to seek medical services. The pet sitter will attempt to continue to contact the owner(s) to keep them informed of the situation. The sitter will remain at the hospital as the pet guardian until resolution of emergency or urgent care is denoted by the pet hospital. There will be an additional \$125 charge for transporting the pet and remaining at the clinic with the pet(s) during medical treatment.

6) If at any time the sitter has a personal emergency, or a situation arises that prevents from caring for the pet(s) another sitter will be assigned to take their schedule. This will be communicated with the owner(s) prior to the change. If there is any issue that prevents the sitter from attending to the pet(s) in a timely manner, inclement weather, traffic, accidents etc., this will be communicated with the owner(s) as soon as possible and a decision will be made to rectify the issue.

7) In the event that an issue arises with the house, the sitter will attempt to contact the owner(s) as soon as possible. The sitter will follow the instructions of the owner(s) but will not be held responsible for any damage or cost of repairs.

8) In the unlikely event that a pet(s) escapes from the sitter, Santa Fe Pet Care will not be liable for any issues that arise after. The sitter will contact the owner(s) immediately and will do what is necessary to make sure the pet(s) safety is the top priority.

9) Pet owner(s) agree to release Santa Fe Pet Care and pet sitter from any liability that may arise as a result of damage to property and injury or death of pet(s). Pet owner(s) will be held responsible for any injury or damage caused to pet sitter, pet sitter property, or owner(s) property as a result of undisclosed aggression or negligence of pet(s).

10) Pictures or videos will be provided to the owner(s) every day while services are rendered.

11) All inside cameras must be disabled or covered within the duration of the stay. This is to maintain a semblance of comfort and personal privacy for the pet sitter.

12) Holiday rates include an additional \$50 per day, three days before and after the following holidays: New Year's Eve and Day, Easter Day, Memorial Day, Independence Day, Thanksgiving Day, Christmas Eve, and Day.

13) These terms and conditions serve as a contract and any deviation will result in the termination of future services. The owner(s) authorize this contract to be used for any future services and will agree to this contract as subject to the laws and regulations of the State of New Mexico.

14) These terms and conditions are subject to change, revision, and addendum as seen necessary by Santa Fe Pet Care.

Owner signature _____ Date _____

Owner signature _____ Date _____

Pet sitter signature _____ Date _____