



## **POLICIES & PROCEDURES FOR BOARDING:**

In order to board my dog at VLP GROOMING & SPA, I agree to the following: **Please Initial All**

       **Application & Waiver:** All dogs must have a complete, signed up-to-date boarding Intake form, Policies and Procedures, Waiver of Liability, and vaccination history on file.

       **Boarding Drop Off / Pick Up:** Boarding drop off and pick up is available any time between 8:00am and 5:00pm, Monday through Friday. Saturday, Sunday and holidays, drop off and pick up are available between 10:00am and 3:00pm. **Dogs must be picked up before noon, otherwise a pro-rated daycare fee will be charged based on \$30 up to 6pm.** Dogs not picked up during the available pick up time will be boarded for another night at their current nightly rate.

       **Payments:** Boarding fees may be paid with credit card or cash. All fees must be paid in full prior to the service being rendered. *There are no refunds for early departure.*

       **Reservations:** Reservations are required. A **50% deposit** is required to complete the reservation.

       **Cancellations:** Boarding reservations can be cancelled at any time, however **deposits are refundable ONLY if you cancel your reservation 14 or more days in advance of the start of your scheduled stay, unless we're able to re-book the reservation.**

       **Leash:** All dogs must be on a leash when arriving or leaving the property.

       **Right to Refuse Service:** VLP GROOMING & SPA reserves the right to refuse or suspend any and all service to anyone for any reason.

       **Health:** I certify that the representation of my dog's health is accurate on the Intake form. I acknowledge that it is my responsibility to keep VLP GROOMING & SPA up to date on any changes in my dog's health and physical condition. I also certify that my dog is free of fleas and ticks, and from any condition(s) that could potentially affect the health of other dogs. Dogs who have been ill with any communicable disease in the last 30 days require a veterinarian's release to be admitted back into any of our programs.

       **Food When Boarding:** To prevent stomach upset, we require that you bring the food your dog is used to eating. Please provide complete feeding instructions on the Intake form. We have a small kitchen with a refrigerator and can accommodate a wide variety of diets and preparations.



\_\_\_\_\_ **Medications:** We are happy to give oral and topical medications as needed. There is no additional charge for doing this. We require that you complete the Medical Information portion on the Intake form for all medications we need to administer. Please bring all medications in their original container with your dog's name on it. Be sure to indicate on the form the name and strength of the medication, the directions for administering the medication, including dosage, number of times per day, how and when it is to be given, condition being treated, and areas to be treated. **We are not able to give injections.**

\_\_\_\_\_ **Personal Property:** I acknowledge that VLP GROOMING & SPA will not be held responsible or held liable for any lost, stolen or damaged personal property belonging to either me or my dog. If my dog causes any damage to the VLP GROOMING & SPA facility or equipment, I understand that I may be held responsible for the cost of repair or replacement.

\_\_\_\_\_ **Behavior:** We accept all breeds of dogs. We also accept dogs that do not get along with other dogs or may be aggressive toward other dogs. These dogs will get the same love and attention as all other dogs, and will have the same amount of playtime with staff as all other dogs. We DO NOT accept dogs who have shown aggression to people. Please be clear on the Intake form if your dog has ANY issue with other dogs.

\_\_\_\_\_ **Medical:** If my dog becomes ill or is deemed to be in need of immediate medical attention, I understand VLP GROOMING & SPA has the right to administer aid and/or use any available veterinarian. I acknowledge that, if possible,

I will be contacted before VLP GROOMING & SPA seeks medical attention. I also agree to pay all expenses incurred for medical treatment.

\_\_\_\_\_ **Additional Persons Authorized to Drop Off/Pick Up:** If you want anyone other than you to pick up your dog, you must specify that person on this release. To ensure the safety of your dog, this person is required to present a valid picture identification on pick-up.

\_\_\_\_\_ **Age and Spay/Neuter Requirements:** Puppies must be at least 16 weeks old to board with us and must have all their puppy inoculations. We cannot accept "in heat" females for boarding.

\_\_\_\_\_ **Flea / Heartworm Control:** Dogs must be on some type of flea and heartworm control.

\_\_\_\_\_ **Vaccines:** Proof of Rabies, Distemper/Parvo and Bordetella vaccinations, and negative Fecal and Heartworm tests are required and must remain current. Titers (antibody tests) are an acceptable proof of all vaccinations except Bordetella. We also require proof that a Fecal test was done and found to be negative **within 6 months** prior to the full length of your dog's boarding stay.



\_\_\_\_\_ **Abandonment:** I understand that if I don't pick up my dog at all, VLP GROOMING & SPA will proceed according to the guidelines provided by Florida Statute 705.19 Abandonment of Animals by Owner; procedure for handling. I also acknowledge that I will be fully responsible for all attorneys' fees and associated costs if I abandon my dog.

\_\_\_\_\_ **Photos and Videos:** I give my permission for VLP GROOMING & SPA to take photographs and/or videos, and to use the images or videos of my dog in printed matter, internet sites or other promotional or advertising capacities. Photographs and videos are the property of VLP GROOMING & SPA.

\_\_\_\_\_ **Changes:** VLP GROOMING & SPA reserves the right to change policies, procedures and services, and adjust rates without notice. While we will attempt to notify you of these changes, it is ultimately your responsibility to be aware of current policies and rates.

\_\_\_\_\_ **Guarantee:** We strive to be the best we can be, for both you and your dog. If you are ever dissatisfied with any service, please tell us. We will gladly work with you to ensure you are getting the service you deserve.

By signing below, you acknowledge receipt of and adherence to the above policies.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Owner's Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Dog's Name: \_\_\_\_\_

Please list those who are authorized to pick up your dog:

1) Name: \_\_\_\_\_

2) Name: \_\_\_\_\_

Veterinarian: \_\_\_\_\_ Phone: \_\_\_\_\_