
Dog Adoptions at Best Friends



Best Friends
ANIMAL SOCIETY

About Best Friends Animal Society

Best Friends Animal Society is working with you – and with humane groups all across the country – to bring about a time when there are no more homeless pets.

The sanctuary at Angel Canyon, in the Golden Circle of southern Utah, is home, on any given day, to about 2,000 dogs, cats, and other animals from all over the country. Many of them need just a few weeks of special care before they're ready to go to good new homes. Others, who are older and sicker, or who have suffered extra trauma, find a home and a haven here, and are given loving care for the rest of their lives.

In our home state, Best Friends manages a model No More Homeless Pets campaign with shelters and humane groups, with the aim of reaching a time when every healthy dog and cat that's ever born in Utah is guaranteed a caring home.

And Best Friends reaches across the nation, helping humane groups, individual people, and entire communities to set up spay/neuter, shelter, foster, and adoption programs in their own neighborhoods, cities, and states.

The work of Best Friends is supported entirely through the donations of our members. Through the generous hearts and hands of people like you, we're getting close to the day when there will be No More Homeless Pets.

Thank you for being part of this work of love.

Best Friends Animal Society
5001 Angel Canyon Road
Kanab, UT 84741

Phone: (435) 644-2001

E-mail: info@bestfriends.org

Website: www.bestfriends.org

Best Friends Network: network.bestfriends.org

Dog Adoptions at Best Friends

Best Friends Animal Sanctuary, the country's largest no-kill sanctuary for homeless animals, was started by a group of friends in 1984 as a special haven for dogs and cats who were deemed "unadoptable." Twenty-five years later, the sanctuary continues to harbor many animals who have special needs. Some have medical conditions that require extra care and rehabilitation; some need help with behavior challenges; others are recovering from abusive situations. The love, expertise and individual care provided by Best Friends staff enables three out of every four animals who come to Best Friends to be placed eventually in forever homes.

The word "unadoptable" is unacceptable at Best Friends; the Best Friends philosophy is that every animal has the potential to have a forever home. Of course, it may take a little longer and the animal may need a very specific type of home, but the adoption staff try their hardest to find just the right home for each animal who comes to the sanctuary.

This publication is provided to you by Best Friends to assist you in developing adoption procedures for your organization. It explains Best Friends' animal adoption procedure step by step and also contains the forms used by Best Friends staff in the adoption process:

- Dog Adoption Application (page 8)
- Dog Adoption Interview (page 11)
- Home Check Questionnaire (page 13)
- Dog Adoption Agreement (page 15)



It also contains information about Best Friends' foster care program and includes several forms used for this purpose. Many animals who come to Best Friends Animal Sanctuary aren't quite ready to be adopted and a foster home can provide just the right setting for readying the animal for his/her forever home. Again, we hope you will find these forms useful in running your own foster care program.

Best Friends' Adoption Policy

All applications are carefully screened by Best Friends' adoption staff. With all of our adoptions, we talk with the potential adopters in detail about the animal in whom they are interested, especially if the dog has special needs. If the potential adopter doesn't have a particular animal in mind, the adoption coordinator will discuss with the person what sort of dog might be best for his/her lifestyle.

Once an application is approved, the potential adopter is required to go through a home check. The home check ensures that the dog is going into a safe and comfortable environment and that the adoption is the right fit for the dog and the potential adopter. The home check is done by a Best Friends Animal Society member in the potential adopter's geographical area. We use a network of Best Friends members across the country to perform home checks. There is an adoption donation of \$65, which covers the costs of neutering, vaccinations and microchipping.

Best Friends adoption staff also does follow-up after each adoption to ensure that the dog is adjusting well to his/her new home and everyone is happy with the new member of the family. Follow-up phone calls or e-mails are done at three days, three weeks and three months after adoption.

Finally, we make a lifetime commitment to any animal we accept at the sanctuary. If, for any reason, an adopter can no longer care for the animal, we request that the adopter return the animal to Best Friends. For more information about dog adoptions at Best Friends, e-mail dogadoptions@bestfriends.org.

Best Friends' Adoption Procedure

Here are the steps that Best Friends adoption staff follow when we receive an inquiry about adoption. Denial of the application can occur at any point in the adoption process.

Initial Inquiry

1. If the request comes in via voice-mail or e-mail, make a return phone call and obtain the necessary contact information, including the person's e-mail address and mailing address. Find out if the person is interested in a specific dog; if the person hasn't selected a dog yet, find out what type of dog he/she is looking for.
2. Begin the initial screening: If the person is interested in a specific dog, explain any behavioral or medical issues the dog has and whether the adoption would be a good match.
3. Send the Adoption Cover Letter with a Dog Adoption Application to the potential adopter via e-mail, fax, or regular mail.
4. If the potential adopter is on-site, have the person complete the Dog Adoption Application.

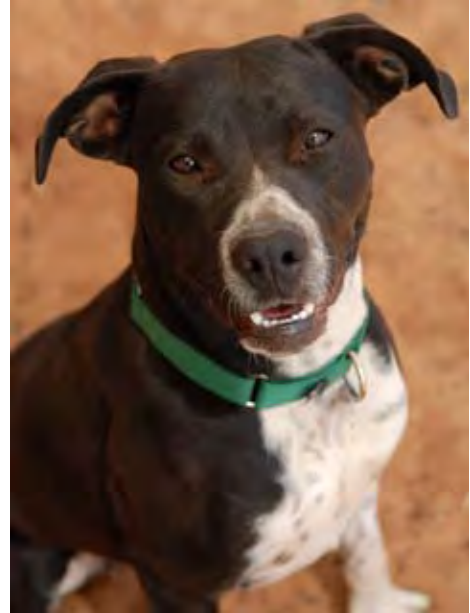
After Receiving the Adoption Application

After receiving the adoption application, an adoption coordinator reviews the completed application, then initiates the interview process with the potential adopter. During the interview, the adoption coordinator uses the application as a basis for discussion and to clarify and/or address any issues or questions that the potential adopter may have.

1. Interview the potential adopter, explaining the adoption process.
2. If the potential adopter is volunteering at the sanctuary, we encourage him/her to spend time with the dog so the dog can get to know him/her.
3. If a specific dog has been chosen, pull the file of that dog and review the contents with the potential adopter. Discuss the special needs of the dog, including medical, behavioral and/or emotional needs.
4. Discuss why a home check is required, what is involved, and who performs it.
5. Explain that a reference from a veterinarian is required.
6. Inform the potential adopter of the adoption donation and what services this donation covers.
7. Encourage the potential adopter to come to the sanctuary and meet the dog whom he or she is interested in adopting.
8. If no dog has been selected, introduce the potential adopter to dogs who meet the criteria set forth.

Processing the Adoption Application

1. Ensure that all information on the application is complete.
2. If the potential adopter is renting a home or lives in a condo, contact the landlord or condominium official to make sure it's okay for the person to adopt a dog.
3. Check with the veterinarian reference to ensure that other animals in the household are spayed or neutered and that they are current on vaccinations.
4. Begin the adoption checklist review and begin the home-check process.



The Home Check

1. If the potential adopter is not local, send out a home-check alert to Best Friends members in the community where the potential adopter lives.
2. Choose two volunteers from the responses to do the home check.
3. Once the home check is completed and Best Friends receives the information, print it out and attach it to the Dog Adoption Application.
4. Send a thank-you note to the volunteer who performed the home check.
5. Inform the potential adopter of the home-check results and the approval or denial of the application.
6. If the adopter has other pets, particularly dogs or cats, encourage the adopter to bring them to the sanctuary to introduce them to the new dog and to ensure that the match is a good one for all involved.

Preparing for the Dog to Go Home

1. Fill out "Your Dog's Medical Record" with dates of vaccinations, de-worming and microchip information. Record the date of the next required vaccinations, and place the rabies certificate and tag, along with the microchip tag, in the pocket of the record.
2. Copy all medical records for the adopter.
3. Prepare the adoption contract and folder and include all records and contact information.
4. Gather paperwork, food and medication and put everything in a canvas bag.
5. If the dog will be transported to his/her new home by air, make appropriate flight arrangements.
6. Obtain the appropriate-sized crate for the dog: Crates should be large enough for dogs to stand up and turn around. Put two hugger-style bowls and a soft, absorbent blanket in the crate.

Dog Adoptions at Best Friends

7. If the dog will be traveling by air or in a Best Friends vehicle across state lines, schedule an appointment with a veterinarian to get a health certificate for the dog. If the dog is flying, the health certificate must be dated within 10 days of travel; if by ground, the certificate is valid for 30 days. A transportation letter from the veterinarian must accompany the health certificate. If the adopter is transporting the dog, no health certificate is required.
8. Before departure, make sure the dog is wearing all identification tags and scan for a microchip.

Finalizing the Adoption

1. Review the contract with the adopter.
2. Discuss each item in the contract and ask the adopter to initial each one.
3. Review Best Friends' return policy.
4. Review the dog's medical information.
5. Obtain the donation fee of \$65.
6. Explain the follow-up procedure: An adoption coordinator will call three days after adoption, three weeks after adoption, and three months after adoption to see how things are going.
7. Have the adopter sign and date the adoption agreement. The adoption coordinator must sign as well. The yellow copy goes with the adopter and the white copy goes in the dog's file.
8. Confirm that the tags currently on the dog are correct and match the information in the dog's file.
9. Scan the dog to ensure that the microchip information is correct and matches the information in the dog's file.

Follow-Up

Adopters do not always call Best Friends if or when they experience a problem. So, follow-up after the adoption is important to ensure that if a behavioral problem develops, it is caught and addressed early on. Good follow-up helps lower the return rate and maintains a successful adoption relationship.

The adoption coordinator makes follow-up contacts via phone or e-mail according to the following schedule: three days after adoption, three weeks after adoption, and three months after adoption.

When performing a follow-up, it is important to ask:

1. How is the dog settling into his or her new routine and home?
2. Are there any behavioral issues that we can assist you with?
3. Has the dog's name been changed?
4. How are the other pets in the home adjusting to the newest member of the family?

All information received from the adopter should be printed and placed into the dog's file.

Best Friends Foster Care Program

Foster parents provide temporary homes for animals prior to adoption. Providing a foster home is a wonderful and personal way to contribute to saving homeless pets. Some animals need extra love and care before they can be adopted, so providing foster care for a few days, weeks, or months can be a lifesaving gift for an animal.

Fostering helps prepare a pet for adoption into a loving home. It gives the animal a chance to get used to life in a house, and an opportunity to learn that people can be kind, food is available, and there is a warm, secure place to sleep.

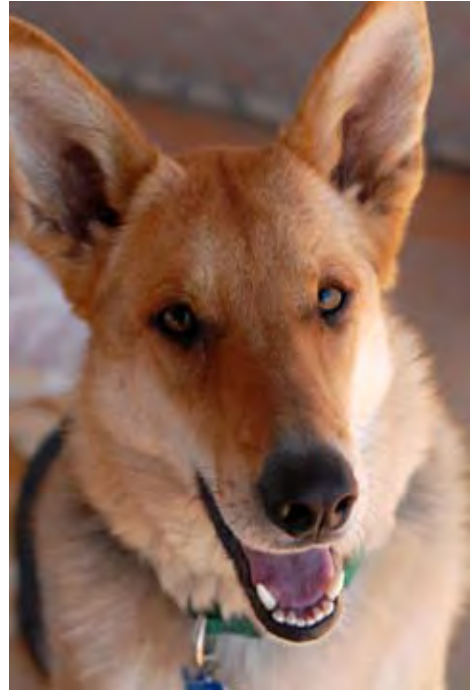
Of course, taking a foster pet into one's home, loving him/her, and then letting him/her go requires a special kind of person. Here are some benefits of fostering an animal:

- Fostering can be a flexible, fun and rewarding volunteer job.
- It is a great way to enjoy a pet if you are not in a position to make a lifetime commitment.
- If you are considering adding a new pet to your family, but you're not quite sure the animal will be a good fit, fostering can be a great way to find out.

Best Friends follows the same procedures for screening their potential foster homes as they do for their potential adoptive homes. If someone is interested in fostering a Best Friends animal, the potential foster parent is asked to submit a Foster Care Application (page 18). After the application has been received and reviewed, an adoption coordinator calls the applicant to discuss the application and the type of foster pet who would be the best fit for the home. Upon approval of the application, a Best Friends staff member or volunteer performs a home check. A home check is done to ensure that the animal is going into a safe and comfortable environment. Once the home check is complete, the adoption staff works with the applicant to find a foster pet.

The foster parent is responsible for obtaining immediate veterinary care if the foster pet becomes ill or is injured. Best Friends is responsible for reimbursing the foster parent for the cost of veterinary care. However, except in cases of emergency, any medical needs should first be brought to the attention of the adoption staff and approved by the veterinary staff at Best Friends.

Best Friends takes full responsibility for finding a new home for foster pets and the adoption staff works closely with each foster parent in the search for a forever home. However, the foster family can help by telling friends, family and co-workers about the foster pet.





Dog Adoption Application

Welcome to Best Friends' adoption program. We request the following information so that we can assist you in the selection of a new dog. This form and a consultation with a Best Friends representative are designed to help you find the dog most compatible with your lifestyle. Please mail this form to Best Friends Animal Society, Kanab, UT 84741, or fax it to (435) 644-5707.

To be considered as an adopter, you must:

- Be 21 years of age or older
- Have identification showing your present address
- Have the knowledge and consent of your landlord
- Be able and willing to spend the time and money necessary to provide medical treatment and proper care of the dog

Completion of this application does not guarantee adoption of a Best Friends dog. Please print legibly and complete both sides. Thank you!

Name of applicant _____ Date _____

Street address _____

City _____ State _____ Zip _____

Phone _____ Alternate phone _____

E-mail _____ Age _____

How long have you lived at this address? _____

Are you adopting for yourself or for someone else? _____

Describe in detail the dog you're looking for: _____

Will this be your first dog? Yes No

What kind of pets have you had in the past? _____

Which of these do you still have? (Include age, sex and breed.) _____

Have they been spayed or neutered? Yes No Don't know

Are they current on vaccinations? Yes No Don't know

What happened to the pets you no longer have? _____

Have you ever turned your dog in to a shelter? Yes No If yes, please explain: _____

Have you ever had a pet euthanized? Yes No If yes, please explain: _____

If you have pets, will they adjust to a new dog in the house? Yes No Don't know

Was your last dog obedience-trained? Yes No Doesn't apply

Why do you want this dog? (Check all that apply.) Companion Companion for other pet

House pet Watch dog Guard dog Hunting Personal protection

Other (explain) _____

How many adults are in your family? _____

How many children? _____ Children's ages? _____

Does any member of your household have an allergy to dogs? Yes No

Is someone home during the day? Yes No If yes, who? _____

How many hours each day will the dog be without human companionship? _____

Please explain: _____

Where do you live? House Apartment Condo Mobile home Other _____

Do you own or rent your home? Own Rent

If you rent, may we contact the owner to obtain permission for this dog to live in your home?

Yes No Owner's name and phone number: _____

What is your current occupation? _____

Who is your current employer? _____

Does your job require extensive travel? _____

Do you have a completely fenced yard? Yes No Is there a gate? Yes No

What kind of fence? _____ Height of the fence: _____

If no fenced yard, please explain: _____

Do you have a dog door? Yes No

Are there times when the dog will be tied up? Yes No

If yes, when? _____

Are there stairs that lead to your home? Yes No If yes, how many? _____

Will the dog spend any time in the garage? Yes No

If yes, please explain: _____

Do you have a pool? Yes No If yes, is there a fence around the pool? Yes No

What kind of fence? _____ Height of the fence: _____

If your new dog/puppy is not housebroken, what method will you use to train him/her?

Will you keep the dog up-to-date on vaccinations? Yes No

If no, please explain: _____

Who is your veterinarian? _____ Phone _____

City/state _____

Are you able and willing to exercise the dog on a regular basis? Yes No

If yes, method of exercise: _____

Where will the dog be kept during the day? _____ At night? _____

If you drive a pickup truck, would you allow the dog to ride in the back? Yes No

If yes, please explain: _____

If you go away for a few days, or on a vacation, who will take care of the dog?

What arrangements will you make for the care of your pets in case of an emergency?

If you move, will you take the dog with you? Yes No

If no, please explain: _____

Have you ever applied to Best Friends before to adopt an animal? Yes No

If yes, when? _____

Have you ever brought animals to Best Friends? Yes No

If yes, please explain: _____

How did you find out about Best Friends? _____

Are you willing to have a representative of Best Friends come to see where the dog will be living? Yes No If no, explain: _____

Are you willing to take responsibility for this dog for the next 10 to 15 years? Yes No

If no, explain: _____

What provisions will you make for the dog should you become unable to care for him/her?

How much are you willing to spend on medical bills for your dog?

Up to \$100 Up to \$500 Up to \$1,000 Up to \$5,000 Whatever it takes

What would you do if the vet bills went over this amount? _____

Please provide two personal references:

Name _____ Relationship _____

Street address _____

City _____ State _____ Zip _____

Phone _____ E-mail _____

Name _____ Relationship _____

Street address _____

City _____ State _____ Zip _____

Phone _____ E-mail _____

Notes (for Best Friends use) _____



Dog Adoption Interview

Use the interview to get to know the potential adopter a bit more, to ask questions and to address any concerns that may have come up on the application. The purpose of the interview is to expand on the information that was given on the adoption application. Before the interview, make sure you have reviewed the application carefully. It is always helpful to have the adoption application on hand during the interview.

Below are a few guidelines that Best Friends uses when interviewing a potential dog adopter. Please note that these are the particular guidelines that we use and are not meant to be a strict policy on approving or denying an adoption.

First Dog

If this is the potential adopter's first dog, we generally ask if the person is familiar with the care and exercise that a dog requires. This is a great time to discuss the average cost of caring for a dog for a year and the types of things adopters need to purchase for their new canine companion. Inform the potential adopter that general care for a dog on a yearly basis averages \$600 to \$750, which includes basic medical care, food, treats, bedding and toys. This amount does not include emergency care.

Current Animals Spayed/Neutered and Vaccinated

We require that all pets in the house (excluding rodents and exotics) are spayed or neutered, and are current on vaccinations. If the current pets in the home are not spayed or neutered, we do not approve the application until the pets are spayed/neutered and vaccinated. We will often provide them with local resources to get these tasks accomplished. We do contact the veterinarian listed on the application for a reference to ensure that vaccinations are up-to-date on all pets currently in the home and to verify spay/neuter of current pets.

History of Previous Pets

If potential adopters indicated on the application that a pet of theirs was lost or injured due to negligence, we like to discuss the circumstances. Often, it was through no fault of the family that something unfortunate happened to their previous pet. However, if there seems to be a pattern of negligence resulting in injury to their pets, we would strongly have to question whether they are the best candidates to adopt a pet.

If they have ever turned a pet in to a shelter, we always ask about the circumstances. Did they exhaust all possibilities to try and keep the pet? Did they involve a trainer, attempt to work out any behavioral issues? Was the facility a no-kill shelter? Did they make an attempt to re-home the pet on their own? Getting answers to these questions gives us a clearer picture of how dedicated they were to keeping the pet and insuring that the pet was safe.

Fenced Yards

Having a fenced yard is not a prerequisite for adopting a dog from Best Friends. In fact, some dogs are escape artists and would be better off without a fenced yard. If an applicant does not have a fenced yard, we carefully look at the particular dog they are interested in adopting and decide whether or not we feel a fenced yard is necessary.

Indoor/Outdoor Dogs and Tie-Outs

Here at Best Friends Animal Sanctuary, all the dogs have access to doggie doors, so they can choose

whether they want to be inside or outside. This gives them the opportunity to escape inclement weather and other dangers. Also, when a dog lives in the house, he/she is able to bond with and become part of the family, which is ultimately what we want for each of our animals: a family to call their own. So, we do not place our dogs in homes where they will live outside.

Regarding tie-outs: As long as a dog is supervised, it's okay for the dog to be on a tie-out occasionally, such as when the dog's person is gardening in an unfenced front yard, or when they go camping. However, it is unacceptable for a dog to be left alone outside routinely on a tie-out.

Children and Puppies

On our application, we ask about the number of adults and children, and their ages, in the household to make sure that the dog they choose will be good with the children in the home and to learn a bit more about the family/home dynamic. The interview and home-check visit are perfect opportunities to find out the answers to these questions:

Do the children have good manners around their current pets?

Do the parents appear to be responsible parents and pet owners?

Do the parents seem to monitor the children's interactions with the family's current pets?

Is the family respectful of the current pets in the home?

Renters, Condos and Homeowners' Associations

If the person indicated on the application that he/she rents a house or apartment, we always contact the owner of the property or the rental agent and receive verbal permission for the tenant to have a dog. We have also found that if the applicant lives in a condo, it is important to ask if the homeowners' association has any pet restrictions.

Guard Dogs, Watch Dogs, Hunting Dogs

If the applicant noted that he/she is looking for a guard dog, watch dog or hunting dog, it's important to have a conversation about what he/she feels that means. Is the person simply looking for a dog who will bark to alert him/her, or a dog who will exhibit more aggressive behavior? For many people, a dog who barks when the doorbell rings gives them a sense of safety. But, we don't want any of our dogs to be trained in a way that would elicit aggressive behavior. We also do not adopt out dogs as hunting dogs, since we feel it is inconsistent with the mission of Best Friends to encourage kindness toward all animals.

Time Spent Alone

Most people have jobs that keep them away from home for a period of time each day. We take into account whether the dog will have access to a fenced yard or the adopter will use a dog walker or day care service, or go home at lunch time. What we want to avoid is a dog spending 12 hours alone in a crate every day. Ideally, we want our dogs to be kept indoors or have access to a fenced yard through a doggie door. We don't want them to be left alone outside all day unsupervised.

Dogs in Pickup Trucks

If applicants answered "yes" to the question about whether they will drive around with the dog in the back of their pickup, ask if they have a cab on their truck. People often forget to mention this. We deny adoption to those who have an open-bed truck and plan to have the dog ride in the truck bed.



Home Check Questionnaire

This questionnaire is filled out by the person doing the home check.

1. How many people are in the household? _____
2. List the number and type of ALL pets in the household, including small animals and exotics.

Safety of the Home

1. What type of fence do they have and how high is it? _____

Check the condition of the fence (any holes, damage, etc.?) and describe any problems.

2. Is the backyard fenced in? Yes No The front yard? Yes No

3. If they don't have a fenced yard, how do they plan to exercise the dog? _____

4. Is there a dog run, kennel or other type of fenced-in area where the dog will be kept? Yes No

Describe: _____

5. Is there a doggie door? Yes No If yes, where does it lead? _____

6. Do they live on a busy street? Yes No

7. Do you get the impression that the dog will spend any time tied up outside? Yes No

Explain: _____

8. Will the dog spend time in the garage? Yes No

If yes, what is the condition of the garage? _____

9. Is there anything in the house (cleaners, poisons, etc.) that you think would be dangerous for a dog?
 Yes No

If yes, explain: _____

10. Are there stairs leading to or inside the home? Yes No If yes, how many? _____

11. Do they have a dog crate or small area to confine the new dog when he/she isn't being supervised?
 Yes No

Care of Present Animals (if applicable)

1. Do the current animals look well cared for? Yes No

If no, please describe their condition: _____

2. Are water and food dishes available? Yes No

If yes, where are they located? _____

3. Do the animals have toys, beds, etc.? Yes No

4. If there are cats, do the litter boxes look like they are cleaned on a regular basis? Yes No

5. Did the potential adopters interact with the current animals while you were there? Yes No

If yes, describe the interaction: _____

6. If there are children in the home, how do they interact with the current animals? _____

7. What are the dispositions of the current animals in the home? _____



Dog Adoption Agreement

DISCLAIMER: This agreement is a sample only and is not intended as legal advice in terms of creating an appropriate adoption agreement for your organization. Please do not use without consulting an attorney licensed in your state.

Dog's name _____ Breed _____

Color and description _____

Sex _____ Age _____ Spayed Neutered

ID tag number _____ Rabies tag number _____

Microchip number _____ Medical record given

Adopter's name _____

Address _____

City _____ State _____ Zip _____

Home phone _____ Work phone _____

E-mail _____ Driver's license number _____

City of adoption _____ Location _____

Best Friends Animal Society operates the nation's largest sanctuary for animals and is a Utah nonprofit corporation. In this agreement, Best Friends Animal Society will be called "Best Friends."

The Adopter represents that the information provided in the application process is true and correct to the best of the Adopter's information and belief.

Best Friends and the Adopter wish to enter into this agreement to provide the adopted dog with a suitable forever home.

1. **Return Policy.** Best Friends has a commitment to all its animals: to care for them for the lifetime of each animal. The Adopter agrees that if he or she is unwilling or unable to care for the dog for its entire lifetime, he or she will contact Best Friends and return the dog to a location specified by Best Friends. The Adopter understands that he or she is responsible for the care of the animal until he or she has delivered it into the proper Best Friends hands, and will do everything within his or her power to safely return the animal.

The Adopter agrees that in the event that he or she finds a suitable alternative home for the animal, he or she will contact Best Friends with the name, address and phone number of the proposed new adopter. Any proposed new adopter will be required to complete a Best Friends adoption application and other requirements for adoption and obtain approval from Best Friends in writing before adopting the dog. Under no circumstances shall the adopter transfer permanent custody, ownership or possession of the dog to any one entity, including family or friends or any entity or agency, without the approval and written consent of Best Friends.

2. **Adoption Donation.** The Adopter agrees to pay an adoption donation of \$ _____ to help defray Best Friends' expenses for food, sheltering, spaying or neutering, vaccinations and veterinary care. Additional donations are welcome.

3. **Identification, Licenses.** This dog is microchipped for identification. Best Friends is the contact registered with the microchip company, so if the dog is found as a stray, Best Friends will be the first point of contact. The Adopter agrees to keep an identification tag attached to a properly fitted collar on the dog at all times. The Adopter agrees to obtain the proper municipal license if required under local law. The Adopter also agrees to comply with local and state statutes and ordinances.
4. **Veterinary Care.** The Adopter agrees to provide the dog with the necessary vaccinations as advised by his or her veterinarian. The Adopter agrees to obtain immediate veterinary care should the dog become sick or injured, and to take full financial responsibility for any veterinary expenses.
5. **Care of the Dog.** The Adopter understands that the adopted dog is an indoor pet, and agrees to allow it full access to the home. The Adopter agrees to provide the dog with fresh water, wholesome food, adequate exercise and loving attention.
6. **No Representations.** The Adopter understands that Best Friends does not guarantee the health, temperament, or training of the above described dog.
7. **Seizure and Impoundment of the Dog.** If the dog shall, for any reason, be picked up by local law enforcement or animal control, the Adopter will immediately contact Best Friends by phone or e-mail and inform Dogtown (the dog area of Best Friends Animal Sanctuary) directly that the animal has been picked up and impounded and the animal's location. The Adopter shall also inform the authorities holding the dog that the animal is under the ultimate ownership of Best Friends and is micro-chipped, provide contact information for Best Friends to the authorities and request that the authorities contact Best Friends immediately. Under no circumstances will the Adopter agree to or allow the euthanasia of the dog prior to informing Best Friends as required in this agreement.
8. **Release.** The Adopter, and for his/her spouse, heirs, executors, personal representatives and assigns, agrees never to bring a claim or suit against Best Friends Animal Society. The Adopter releases Best Friends and its directors, founders, employees, officers, agents, representatives, contractors, volunteers, successors and assigns from all liability arising from the adoption or behavior or actions of the dog.

The Adopter understands that this agreement discharges Best Friends and its directors, founders, employees, officers, agents, representatives, contractors, volunteers, successors and assigns from any liability to the Adopter and his/her spouse, heirs, executors, and assigns, with respect to bodily injury, personal injury, illness, amputation, scarring, death, property damage or other loss that may result from the adoption or behavior or activities of the dog. The Adopter releases Best Friends and discharges Best Friends and its directors, founders, employees, officers, agents, representatives, contractors, volunteers, successors and assigns from any liability for Best Friends' own negligence or liability that may result in bodily injury, personal injury, illness, amputation, scarring, death, property damage or other loss to the Adopter.
9. **Indemnity Agreement.** The Adopter, and for his/her spouse, heirs, executors, personal representatives, and assigns, agrees to indemnify and hold Best Friends harmless for all bodily injury, personal injury, illness, amputation, scarring, death, property damage or other losses, including attorney's fees and costs of litigation, that result to anyone else or any other entity because of the Adopter's negligence or liability. This includes lone acts or omissions by the Adopter as well as the combined acts of the Adopter with others.
10. **Change of Address.** In the event that the Adopter moves, he or she agrees to contact Best Friends

with change of address information, so that all records can be updated and microchip information can be changed.

11. **Procedure to Reclaim.** Best Friends makes a lifetime commitment to any animal that is accepted into the sanctuary. On rare occasion, Best Friends may have to reclaim the adopted dog. Here is the procedure that will be followed:
- a. Best Friends will notify the Adopter by certified mail, return receipt requested, of the reclamation and ask that the dog be returned. The notice shall state clearly the circumstances under which Best Friends is acting and state a date when the Adopter may meet with agents of Best Friends to discuss the situation.
 - b. After seven days from the posting of this notice, if the Adopter has not notified Best Friends, or has not accepted the notice, legal action will be taken by Best Friends to retrieve the dog.
 - c. If the dog is in a situation that may endanger its life, Best Friends may call animal control in the Adopter's locality to recover the dog on behalf of Best Friends.
 - d. In the event that either of these situations occurs, or if for any reason the dog is returned to Best Friends, the Adopter may request a meeting to discuss the matter within 10 days after the dog is reclaimed.
 - e. Any decision of Best Friends is final as to whether the dog shall be returned to the Adopter.

12. **Other.** The Adopter expressly agrees that the releases and indemnity agreement are intended to be as broad and inclusive as permitted by law. The Adopter agrees that in the event that any clause or provision of this agreement shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this agreement. This is the entire agreement between the parties and supersedes any other verbal or written statements, representations, or promises.

This agreement shall be governed by and interpreted in accordance with the laws of the State of Utah. Any disputes under this agreement will be resolved in Kane County, Utah. All disputes under this agreement will be settled by binding arbitration.

The Adopter agrees that he/she is legally competent to enter into this agreement, and this Agreement is binding upon the heirs, assigns, successors, personal representatives and executors of both parties.

Signature of Adopter

Date

Agent for Best Friends Animal Society

Date

Donation received: \$_____



Dog Foster Care Application

Some dogs who come to Best Friends Animal Sanctuary are not ready to be adopted immediately. In addition to needing extra love and care, they have to learn to trust people and to live in a human environment. Foster parents help these dogs by providing a temporary home until the dog is ready for adoption. Taking one of these unique dogs into your home for a period of a few days, weeks, or months is a lifesaving gift to the dog. Thank you for your interest in becoming a foster parent.

Your name (please print) _____

Address _____

City _____ State _____ Zip _____

Phone: Home _____ Cell _____ Work _____

E-mail _____ Driver's license number _____

To be considered as a foster parent, you must:

- Be 21 years of age or older
- Have identification showing your current address
- Have the knowledge and consent of your landlord (if applicable)
- Be able and willing to spend the time necessary to provide proper care for the dog

Completion of this application does not guarantee acceptance as a foster home/parent.

Date _____

Why do you want to foster a dog? _____

Is there a particular dog that you would like to foster? Yes No

If yes, give the dog's name and a brief description: _____

Will this be your first dog? Yes No Your first pet? Yes No

What kind of pets have you had in the past? _____

What kinds of pets do you have now? _____

How many pets do you have now? _____

If you have pets, how will they adjust to a foster dog? _____

Are all of your pets spayed or neutered? Yes No

Are all of your pets current on vaccinations? Yes No

What became of the pets that you no longer have? _____

Have you ever turned a pet in to a shelter? Yes No

If yes, explain when and why: _____

Have you ever had a pet euthanized? Yes No

If yes, explain when and why: _____

How many adults are there in your home? _____ Children? _____ What are their ages? _____

Does any member of your household have an allergy to dogs? Yes No

Is anyone home during the day? Yes No

If yes, who? _____ Phone _____

How many hours each day will the dog be without human companionship? _____

Please explain: _____

Where do you live? House Apartment Condo Mobile home Other _____

Do you own or rent your home? Own Rent

If you rent, we would like to contact the owner to obtain permission for this dog to live in your home.

Owner's name and phone: _____

If you live in a condominium, we would like to contact the homeowners' association to obtain permission for this dog to live in your home.

Homeowners' association contact name and phone: _____

Please give contact information for your veterinarian:

Name _____ Phone _____

Address _____

Do you have a cat or dog door that leads outside? Yes No

If yes, where does the door lead to? _____

Do you have a fenced yard? Yes No If yes, what is the height of the fence? _____

If you don't have a fence, how do you plan to contain the dog? _____

Where will the dog stay while you are at work? _____

Are you willing to take the time and to put in the effort necessary to care for the dog's special needs?

Yes No

Are you willing to follow Best Friends' guidelines as to the best way to work with the dog?

Yes No

If you go away for a few days or for a vacation, who will care for the dog? _____

Have you ever applied for a pet at Best Friends? Yes No

If yes, please explain: _____

Have you ever brought an animal in to Best Friends? Yes No

If yes, please explain: _____

Are you willing to have a representative of Best Friends come for a home check? Yes No

If no, please explain: _____

Have you ever been convicted of abuse or neglect of a child or an animal? Yes No

If yes, please explain: _____

How long will you be able to foster the dog? _____

Will you be willing to give up the dog if and when an adoptive home is found? Yes No

Please provide two personal references:

Name _____ Phone _____

Name _____ Phone _____



Foster Care Agreement

DISCLAIMER: This agreement is a sample only and is not intended as legal advice in terms of creating an appropriate adoption agreement for your organization. Please do not use without consulting an attorney licensed in your state.

Foster animal's name _____ Sex _____ Age _____

Type of animal: Dog Cat Bird Rabbit Horse Pig Other _____

ID tag number _____ Microchip number _____

Foster parent's name (please print) _____

Address _____

City _____ State _____ Zip _____

Phone: Home _____ Cell _____ Work _____

E-mail _____ Driver's license number _____

Best Friends Animal Society, a Utah nonprofit organization, operates the nation's largest animal sanctuary and is located in Kanab, Utah. In this agreement, it is called "Best Friends."

The foster parent has met the requirements for serving as a foster parent for animals from Best Friends and is called "Foster Parent" in this agreement.

This agreement is between Best Friends and the Foster Parent for the purpose of socializing certain animals and preparing these animals for successful adoptions into forever homes.

1. Care of the Animal. The Foster Parent agrees to:

- Provide a foster home for the above-named foster animal for a period of ____ weeks from the date noted below
- Provide shelter, fresh water, wholesome food, adequate exercise and loving attention to the foster animal
- Keep all Best Friends identification tags and microchip on the foster animal for the entire foster period
- Obtain immediate veterinary care if the foster animal becomes ill or is injured
- Take the sick or injured foster animal to the Best Friends veterinary clinic if the Foster Parent lives in the southern Utah area, and if not in this area, to a pre-approved veterinary clinic in the locality in which the Foster Parent lives
- Return the foster animal to Best Friends when the foster period ends; if the Foster Parent must or is required to return the foster animal before the foster period has elapsed, the Foster Parent will contact Best Friends and keep the foster animal until Best Friends arranges to retrieve it or place it in a local kennel
- When a foster dog is outdoors, provide it with a secure fenced area, including shelter from the elements
- Never tie up or chain the foster animal at any time
- Never leave the foster animal in a car for an extended period of time, and never in the hot summer months for any amount of time without air conditioning

- Keep the foster animal under control, either on a leash or within the confines of a fenced area, when the foster animal is outdoors
- Keep a foster cat indoors at all times
- Never allow a foster dog to ride in the back of a pickup truck unless in a secure crate or harness attached to the bed of the truck
- Never give or sign over the foster animal to any other person or shelter
- In the event that the cat is impounded by an animal care and control agency, the Foster Parent agrees to ask the officers immediately to scan the cat for a microchip and to call Best Friends

2. **Best Friends' Obligations.** Best Friends agrees to:

- Pay the fees for care at a pre-approved veterinary clinic if the foster parent lives out of the southern Utah area and to treat the foster animal at the Best Friends veterinary clinic at no cost to the Foster Parent
- Supply food to the Foster Parent for the foster animal
- Evaluate the foster-parent/foster-animal relationship after the first three weeks, and at six weeks, nine weeks and twelve weeks

3. **Lifetime Commitment and Euthanasia.** Best Friends makes a lifetime commitment to its animals. If the Foster Parent should be unable or unwilling to care for the animal, he or she shall contact Best Friends immediately so that Best Friends may take possession of the animal. The Foster Parent shall not under any circumstances abandon, give away, allow to run away, surrender to a shelter or animal care and control or law enforcement officials or euthanize or have euthanized any animal that he or she has received from Best Friends. If a licensed veterinarian recommends euthanasia, the Foster Parent agrees to notify Best Friends before the euthanasia and speak directly with _____ and provide the name and contact number of the veterinarian, and the veterinarian and Best Friends will make the decision as to the euthanasia.

4. **Seizure and Impoundment of the Animal.** If the animal shall, for any reason, be picked up by local law enforcement or animal control, the Foster Parent will immediately contact Best Friends by phone or email and inform _____ directly that the animal has been picked up and impounded and the animal's location. Foster Parent shall also in that event inform the authorities holding the animal that the animal is the property of Best Friends and is microchipped, provide contact information for Best Friends to the authorities and request that the authorities contact Best Friends immediately. Under no circumstances will Foster Parent agree to or allow the euthanasia of the animal.

5. **No Representations.** The Foster Parent understands that Best Friends does not guarantee the health, temperament, or training of the above described animal.

6. **Termination.** The agreement may be terminated by Best Friends at any time; and by Foster Parent, in which case, the foster animal is to be returned to Best Friends. Upon notice of termination by either party, Foster Parent will keep the animal safe and continue to house and care for the animal as required by this agreement until arrangements can be made for return of the animal to Best Friends. Foster Parent agrees to cooperate in efforts including helping with necessary arrangements for the safe return of the animal to Best Friends.

7. **Not Assignable.** This agreement is not assignable by Foster Parent.

8. **Photographic and Audio Release.** The Foster Parent expressly grants Best Friends permission to make photographic or video or audio recordings of the Foster Parent with the animal or during participation in a Best Friends or other event. The Foster Parent grants Best Friends rights to all photo-

graphic images and video or audio recordings made. This includes, but is not limited to, any royalties, proceeds, or other benefits derived from such photographs or recordings. The Foster Parent understands and agrees that Best Friends may use these photographs or recordings to promote Best Friends and its mission, including Best Friends events and work, and for fundraising and other purposes Best Friends decides is appropriate.

9. **Release.** The Foster Parent, and for his/her spouse, heirs, executors, personal representatives and assigns, agrees never to bring a claim or suit against Best Friends Animal Society. The Foster Parent releases Best Friends and its directors, founders, employees, officers, agents, representatives, contractors, volunteers, successors and assigns from all liability arising from the adoption or behavior or actions of the cat. The Foster Parent understands this agreement discharges Best Friends and its directors, founders, employees, officers, agents, representatives, contractors, volunteers, successors and assigns from any liability to the Foster Parent and his/her spouse, heirs, executors, and assigns, with respect to bodily injury, personal injury, illness, amputation, scarring, death, property damage or other loss that may result from the adoption or behavior or activities of the cat. The Foster Parent releases Best Friends and discharges Best Friends and its directors, founders, employees, officers, agents, representatives, contractors, volunteers, successors and assigns from any liability for Best Friends' own negligence or liability that may result in bodily injury, personal injury, illness, amputation, scarring, death, property damage or other loss to the Foster Parent.
10. **Indemnity Agreement.** The Foster Parent and for his/her spouse, heirs, executors, personal representatives, and assigns, agrees to indemnify and hold Best Friends harmless for all bodily injury, personal injury, illness, amputation, scarring, death, property damage or other losses including attorney's fees and costs of litigation that result to anyone else or any other entity because of the Foster Parent's negligence or liability. This includes lone acts or omissions by the Foster Parent as well as the combined acts of the Foster Parent with others.
11. **Change of Address.** In the event that the Foster Parent moves, he or she agrees to contact Best Friends with change of address information, so that all records can be updated and microchip information can be changed.
12. **Other.** The Foster Parent expressly agrees the releases and indemnity agreement are intended to be as broad and inclusive as permitted by law. The Foster Parent agrees that in the event that any clause or provision of this agreement shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this agreement. This is the entire agreement between the parties and supersedes any other verbal or written statements, representations, or promises.

All disputes under this agreement will be settled by binding arbitration.

The Foster Parent agrees that he/she is legally competent to enter into this agreement, and this agreement is binding upon the heirs, assigns, successors, personal representatives and executors of both parties.

This agreement is entered into this ____ day of _____, 20____.

Signature of Foster Parent

Date

Agent for Best Friends Animal Society

Date