

## DOGGIE DAYCARE RULES & REGULATIONS

To ensure the safety and health of all the dogs and staff at **Woof Woof Professional Dog Services (WWPDS)**, we require all clients to comply with the following Rules and Regulations: (Rules & Regulations are subject to change at any time without notification)

**HOURS:** Monday - Friday 6:30 am to 6:30 pm & Saturday 8:00 am to 3:00 pm. Owners must arrive at least 10 minutes before the daycare closing hours. i.e.: 6:20 pm Monday-Friday, 2:50 pm on Saturday and 12:50 pm for half days. WWPDS is not open on major holidays or during inclement weather (i.e. snow storms). For the latest information about our schedule go to: [www.woofwoof.net](http://www.woofwoof.net) & check out our event calendar.

**RESERVATIONS:** We offer three options for making your dog's reservations.

**Option 1: Guaranteed Reservation Form:** You only have to fill out this form once and your dog will be automatically enrolled each week on your chosen day(s). This guarantees your dog's attendance at daycare.  Please see attached form.

**Option 2: Monthly Reservation Card:** You can choose any day(s) during the month that fit your schedule. Reservations are on a first come, first served basis. This is the best option for customers' with diverse schedules.

**Option 3: Call Ahead & Drop Off.** We will gladly accept your dog on any day that we have availability, even if it is last minute! Daycare does fill up, so it is best to make a reservation when possible.

**CANCELLATIONS:** We require 24 hour notice on all doggie daycare reservations. (i.e.: Call by 6:30 am on Monday to cancel a Tuesday reservation.) All cancellations made after that and/or missed days will result in a charge for that day.

**HEALTH & ILLNESS:** All dogs must be in good health. Owners need to certify their dog is in good health and is free from any condition that could potentially jeopardize other dogs. Dogs who have been ill with a communicable condition in the last 30 days require a veterinarian's certification of health to be admitted to daycare. Dogs with the following conditions: *diarrhea, worms, coughing, injury, limping, stitches, etc...* should not come to daycare. Dogs that show signs of illness or injury at daycare will be isolated and need to be picked up as quickly as possible. Dogs with stitches are not allowed in the daycare until they are removed, or 10 days for stitches that dissolve. Dogs that are seriously ill or injured will be transported to your animal hospital whenever possible, provided that they are local. Otherwise we will take your dog to Windham Animal Hospital. Please keep your dog in good health and seek regular routine veterinary care including check-ups and vaccines. Please provide WWPDS proof of inoculations for Rabies, Distemper & Parvo as well as the Bordetella vaccine. We require that your dog receive the Bordetella (Kennel Cough) vaccine every 6 months. Puppies that have received the Bordetella vaccine prior to 12 weeks of age will need to get a booster. There is a 14-day waiting period for all dogs that have received the Bordetella vaccine for the first time.

**FLEA & TICK TREATMENT:** We request that all dogs be treated for fleas and ticks on a monthly basis. Please apply your dog's treatment 48 HOURS prior to your dog coming to daycare.

**NEUTERED & SPAYED.** All dogs must be spayed or neutered by 7 months of age. All dogs that have been spayed or neutered will require a minimum of a 10 day waiting period before returning to the daycare.

**AGE:** All dogs must be at least 4 months old before enrolling into our daycare program. There are no age restrictions for older dogs provided that they are in good health.

**LEASHES & COLLARS:** Please keep your dog on a 6 foot leash and under control when entering and exiting WWPDS. Please remove your dog's collar(s) when you place them in a crate in the morning. Collars and leashes can be stored in your dog's daycare bag.

**ITEMS FROM HOME:** Please provide us with a clean towel, labeled with your dog's name, whenever your dog comes to daycare. On warm days we put out pools. Rain and snow make for very wet dogs too and a towel would be a welcomed item. **WWPDS is not responsible for lost or damaged items that you bring to daycare.** You are welcome to leave items for your dog in his/her bag at daycare. All rawhide, bones, bowls, beds and toys are not allowed at daycare.

**MEALS & SNACKS:** You are welcome to send in your dog's lunch or a special snack. These items must be labeled with your dog's name and in a zip lock bag and portioned out in the correct amount. Please place your dog's name on the sign up sheet for lunch/snacks. Meals and snacks can be provided by WWPDS for a fee. Please ask for a menu with pricing.

**PLEASE DO NOT OPEN THE GATE INTO THE DAYCARE AREA WHEN DOGS ARE LOOSE IN THE ROOM!**

On behalf of myself, my heirs, agents and any and all other owners of this pet, I have read and agree to the terms of this contract. I warrant that I have the authority to represent any and all other owners of this pet in signing this contract.

Owner's Name: \_\_\_\_\_ Dog's Name: \_\_\_\_\_  
Please Print

\_\_\_\_\_  
Signature of Owner, or Authorized Agent Date: \_\_\_\_\_