



### Pet Sitting Service Agreement

15392 Assembly Lane Unit A · Huntington Beach · CA · 92647

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Web: www.youranimalsbestfriend.com

This agreement is effective from \_\_\_\_\_ to \_\_\_\_\_ and is between Your Animals Best Friend LLC and \_\_\_\_\_ (hereinafter referred to as "client") who resides at \_\_\_\_\_.

This agreement constitutes permission to enter above address and perform duties as outlined in the Client and relevant Pet Information Sheet, Service Agreement, Vacation/Trip Log and Veterinarian Release.

Any changes to this agreement must be done so in writing or they will be null and void. Your Animals Best Friend LLC has the right to make any changes to this agreement at will and without notice. With any changes, a new agreement will be presented before any new services are rendered.

**Services/Rates:** Dog Sitting  Cat Sitting  Small Animal Sitting  Fish Care

Bird Sitting  Dog Walking  House Sitting  Pooper Scooper

Other: \_\_\_\_\_ Rate: \$ \_\_\_\_\_ per visit

**Payment for Services:** Cash  Check  Money Order  Credit Card(not accepted currently)

Card Type: Visa  MC

Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Permission to charge card at the completion of each service booking: Yes / No

Signature: \_\_\_\_\_

*\*In the event of a returned check, the client must pay the entire invoice and a \$30 fee promptly via cash or money order only.*

**Key Release:** Left on final visit  Kept for future use  Mailed

*\*There will be a \$5 fee for every future pickup*

Any medical/health concerns (Must fill out Medication Permission slip if administering meds):  
\_\_\_\_\_  
\_\_\_\_\_

Veterinarian Release Form read and signed: Yes  No

Client and relevant Pet Information Sheet filled out: Yes  No

Vacation Trip/Log Filled Out & Signed: Yes  No

Additional Information/comments:

# **Policies and Procedures**

## **1. Liability Policies:**

- ❖ Your Animals Best Friend LLC and its employees agree to provide services stated in this contract in a reliable and trustworthy manner. In consideration of these services and as an express condition thereof, the client expressly waives any and all claims against Your Animals Best Friend LLC or its employees, unless arising from gross negligence on the part of Your Animals Best Friend LLC. Client agrees to notify Your Animals Best Friend LLC of any concerns within 24 hours of returning home.
  - ❖ Your Animals Best Friend LLC cannot be responsible for pets that bite, suffer an accidental death or escape from faulty fencing or from inside the home due to faulty screens, doors, etc.
  - ❖ Your Animals Best Friend LLC cannot be responsible for any complications pets may suffer or actions of pets while they are unattended.
  - ❖ Your Animals Best Friend LLC or its employees shall not be held responsible for the loss, injury, death, or actions of any pet that the client has let outside or has instructed Your Animals Best Friend LLC to allow outside while sitter is not there. This includes pets with doggie doors and outdoor pets.
  - ❖ The client understands that all pets (where appropriate) must have a veterinarian and must be up to date on the rabies vaccination. Client agrees to reimburse Your Animals Best Friend LLC for all costs (including, but not limited to, medical care and lost wages) associated with contracting any ailments while exposed to pet(s).
  - ❖ All pets with electronic fences must wear their collars with fresh batteries. Your Animals Best Friend LLC is not responsible for any animals that get out or inside of perimeter.
  - ❖ Your Animals Best Friend LLC will not sit for acutely ill animals or those with uncontrolled medical conditions. We suggest the pet be boarded with a vet.
  - ❖ Your Animals Best Friend LLC does not accept aggressive animals. Client agrees to be responsible for all costs (including, but not limited to, medical care, attorney fees, etc) if client's pet should bite another person or animal.
  - ❖ Your Animals Best Friend LLC will not walk unruly or untrained dogs or dogs that choke themselves on their leash. All pets must be walked on a leash, no exceptions.
  - ❖ Your Animals Best Friend LLC does not diagnose, prognose, or make therapy decisions, nor does it offer veterinary services. Any veterinary/medical concerns will be referred to a veterinarian.
  - ❖ Client authorizes Your Animals Best Friend LLC to obtain the services of a locksmith should a key/garage opener malfunction. Client is responsible for all charges.
  - ❖ Job sharing is not covered under our insurance. We can not be responsible for your pet or home if another service provider enters your property while we are not there.
- 2. Cancellation Policy:** Cancellations must be received within 48 hours of scheduled visit or a cancellation fee of \$50 will apply. Your Animals Best Friend LLC reserves the right to deny service or terminate service because of safety concerns, financial concerns, or inappropriate or uncomfortable situations.
- 3. Business Hours:** Business and visiting hours are customized to clients needs. Your Animals Best Friend LLC will not accept time specific calls as we can not guarantee specific times accurately. A three hour window is acceptable.
- 4. Bad Check Policy:** A \$30 fee is assessed on all returned checks. All fees are due promptly and must be paid via money order or cash only.
- 5. Emergencies:**
- ❖ Client agrees to authorize Your Animals Best Friend LLC to handle any emergencies that may arise. Your Animals Best Friend LLC will make every effort to contact client, however client gives authority to act in the pet's/home's best interest and be available at an hourly rate of \$30.
  - ❖ Your Animals Best Friend LLC requires you to have a responsible party to take care of your pet(s) in the event of unforeseen circumstances such as illness and in the event of inclement weather or a natural disaster. It is best your emergency contact is a neighbor so they can reach your home. Your Animals Best Friend LLC is not responsible for pets in these circumstances.
- 6. Payment Arrangement:** Payment is expected before services are rendered. In the event of additional unforeseen visits or other costs (such as food, supplies, or vet fees), payment is expected within 5 days of the completion of services or a late charge of \$20 will be applied.

By signing below the client fully understands and agrees to the contents of this agreement:

\_\_\_\_\_  
Client's signature

\_\_\_\_\_  
Date