

## **Free Consultation/Checklist**

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***The first time I meet your pet(s) will be a free consultation. This will be an opportunity to introduce myself to them and for you to interview me. At this time I will ask what your pet's routine is.***

***Please be prepared to answer the following questions:***

1. How I can reach you while you are away? (phone number and hotel info)
2. The name and phone number of a neighbor who you trust.
3. Veterinary records on your pet. All animals must be up to date on their vaccinations.
4. The location of light switches, especially those for the outside.
5. Location of pet food, cat litter, scooper, plastic bags, medications, cat boxes, treats, combs, leashes, bowls and trash.
6. Detailed instructions including how much to feed and when.
7. Walking schedule.
8. Locations of cleaning products: paper towels, vacuum, broom, carpet cleaner and general surface cleaner.
9. For rainy weather or mud season, towels to dry off feet.
10. For cold weather sweater or jacket if applicable.
11. A note of permission for treatment in case of emergency and where your pet should be taken.
12. If a key can be made to be used by me and tested to make sure it works.

**Always make sure to pet proof your home while you are away. Remove anything that your pet may chew on. Medications should be out of reach of pets and trash should be put away.**

## In Case of Emergency

### To Whom It May Concern:

This letter shall serve as permission for Allyson McDougall, my pet sitter, to obtain any and all necessary emergency health care on behalf of:

PET NAME	BREED	GENDER	AGE	COLOR	COMMENTS

while I am away in \_\_\_\_\_ until \_\_\_\_\_ or thereabouts.

My preferred vet clinic is \_\_\_\_\_ but Allyson may use any vet available in an emergency.

I shall assume full financial responsibility of any necessary medical treatment rendered on \_\_\_\_\_ behalf.

My pet(s) is/are up to date with vaccinations and records can be found at \_\_\_\_\_.

Sincerely,

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
SIGN HERE

How I can reach you while you are away? (phone number and hotel info)

A name and phone number of a neighbor who you trust.

The dates of when you will be gone.

Descriptions of your pets

Any medical problems

Where food is stored and instructions, treats

Mail/Newspaper Pick up

Water plants

Answer phone and what to say

**Payment is expected either before or immediately after the pet sitting.  
Checks can be mailed to P.O. Box 95, Woolwich, Maine 04579.**