



New Client Packet

Thank you for choosing Paw Prints Pet Services!

The New Client Packet Includes:

- 🐾 Legal Considerations Agreement (sign and return)
- 🐾 Veterinary Release Agreement (fill in amount, sign, and return)
- 🐾 Key Handling Agreement (sign and return)
- 🐾 Pet Information Form (one copy for each pet; each form is 3 pages, sign, and return)
- 🐾 Contact Information Form (fill out and return)
- 🐾 Service Request (fill out and print one for each trip or service period, sign, and return)
- 🐾 Pet Lodging Addendum, if applicable (fill out and return)



At the initial interview (meet and greet):

- 🐾 Your Pet Care Provider will meet your pet(s) to make sure they are comfortable having a visitor in the house.
- 🐾 Review your pet care instructions and discuss any special situations or needs.
- 🐾 Pick up 2 key copies. We will provide a key tag and a code (your name or address will not be put on your key). It is important to have a backup key provided for an emergency, lost or broken key. Please test the keys to make sure they work.
- 🐾 Review paperwork. All forms should be completed and signed before your first service. Please print legibly in ink.

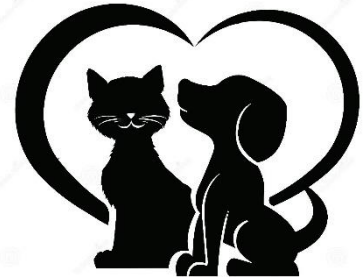
We look forward to providing your pet with excellent care and many happy walks!





Suggested Leave-Out Checklist

- 🐾 Copy of all forms, completed and *Signed* (if not provided previously)
- 🐾 Collar and/or harness with dog's name, rabies & registration tags
- 🐾 Leash (we discourage retractable or flexi leashes)
- 🐾 Waste bags
- 🐾 Treats or chewies
- 🐾 Muddy paw towels or rags



If applicable:

- 🐾 Reminders & changes
- 🐾 Plenty of food with instructions
- 🐾 Favorite toys
- 🐾 Paper towels & cleaning supplies
- 🐾 Litter scoop & extra litter
- 🐾 Medicines, plus instructions



Keys:

If you would like the Pet Care Provider to leave your key on the last visit, please leave a note reading “**Leave Key**” with the date as well as instructions on how to secure the house without the key.

Call Us:

Feel free to contact your Pet Care Provider to check up on your pets at any time. We try to return all calls the same day during our business hours of 8 AM – 8 PM. If you do not hear back from us within 24 hours, please try again – voice mails do sometimes get lost or emails go to spam.

Thank you for choosing Paw Prints Pet Services!





Jane Torok

2908 Westcott St
Falls Church, VA 22042

Jane's Cell: 703-244-7390
Email: pawprintpets@verizon.net
Web: www.pawprintsva.com
Follow us on Facebook: www.facebook.com/pawprintpetservices

