



Animal Aid of Southwestern Michigan
P.O. Box 407 • St. Joseph, MI 49085 • 269-934-SPAY
www.animalaidswmi.org • info@animalaidswmi.org

FOSTER PARENT POLICIES & PROCEDURES

- ❖ Adoption fee for cats is \$75, for dogs is \$95. Dogs are to be microchipped.
- ❖ A foster is responsible for the well-being of any animal placed with them. This includes shelter, socialization, training and love (for food, contact Cindy Bravender at 925-0531). Cats are to be kept indoors unless the cat is feral or Animal Aid deems the cats unadoptable and unable to live in a home environment. We discourage adoptees from having cats declawed. If need be, on young ones please!
- ❖ Each foster is responsible for seeing that the animal receives medical attention as needed. Any medical is subject to prior approval by an Animal Aid officer or coordinator. Heartworm preventative, flea & tick control, wormer and antibiotics will be available from Cindy Bravender at the last Adoption Day each month.
- ❖ Each foster is required to see that their animal(s) are attend at least one Adoption Day each month. Check with website for dates and their locations. Each foster handles the adoption procedure for their animals. This includes having an Adoption Questionnaire completed and doing a Vet Check and a Home Visit. The foster fills out the back bottom section of the Questionnaire. If you approve the person, a Contract must be filled out in full and the money collected at that time. The adoptee must be given a Spay/Neuter Certificate if the animal has not yet been spayed or neutered. **You must respond** to each Questionnaire even if you feel they would not be suitable to adopt. Within a week of the adoption, the Questionnaire, Contract and money are to be delivered to Cindy Bravender or mailed to Animal Aid at P.O. Box 407, St. Joseph, MI 49085. If you need forms, Cindy will have them at the last Adoption Day each month.
- ❖ If an animal comes to you with a designated name already on record, the name cannot be changed.
- ❖ Any animal that is adopted out may be returned. The animal returns to the foster who adopted out the animal. If the foster is no longer fostering or is unable to accept the animal, they must contact their Coordinator for assistance in resolving the situation.
- ❖ If you are interested in adopting your foster animal, please contact your Coordinator or a Board Member.
- ❖ If you have any questions or matter you would like to discuss, you are invited to attend the monthly Foster Meeting. Contact Barb Cheevers at 925-1537 for the date, location and time for the next meeting.

Thank you for all your hard work and dedication! There is nothing more rewarding than seeing a healthy, happy dog or cat living in his/her forever home and knowing you played a big part in making it happen.



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FOSTER PARENT APPLICATION & VOLUNTEER AGREEMENT

Thank you for all your interest in Animal Aid of Southwestern Michigan. Our organization is a non-profit Michigan Corporation that provides animal rescue and adoption services for homeless dogs, puppies, cats and kittens. Volunteers with a variety of skills are needed.

Please complete this Application and short Agreement and return it. Upon review of your information, a volunteer will contact you regarding your ability to volunteer.

Please Print:

Today's Date _____ Email Address _____

Your Address _____

How long have you lived at this residence? _____

Do you rent? Yes No

If renting - Name, Address and Phone number of Landlord:

Day Phone _____ Evening Phone _____

Occupation _____

Employer's Name _____

List number and ages of children under 18 living in your household (including weekend visitation):

List three references, of which, one MUST be your veterinarian:

Name	Phone	Relationship
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1. _____

2. _____

3. _____

List your animal organizational memberships with phone and positions held:

Name	Phone	Relationship
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1. _____

2. _____

3. _____

List and describe ALL animals you currently own (use back of sheet if you need additional room):

Species / Breed	Sex	Spayed/Neutered	Age	Obtained Where
1. _____	M F	Yes No	_____	_____
2. _____	M F	Yes No	_____	_____
3. _____	M F	Yes No	_____	_____
4. _____	M F	Yes No	_____	_____
5. _____	M F	Yes No	_____	_____

List all animals you have owned in the past 5 years that you no longer have and why (i.e. Gave away because..., died from...):

Species / Breed	Sex	Age	What Happened
1. _____	M F	_____	_____
2. _____	M F	_____	_____
3. _____	M F	_____	_____
4. _____	M F	_____	_____
5. _____	M F	_____	_____

What type and number of animals are you willing to foster at one time?

Cats _____ Kittens _____ Dogs _____ Puppies _____

Which of the following do you have?

- Fenced-in yard (completely secure) Yes No
- Outdoor Dog Kennel Yes No
- Cat Carrier Yes No
- Wire Animal Crate Yes No
- Barn / Other unattached shelter to house animals Yes No

Which of the following are you willing to do to help find home for foster animals in your care?

- Return phone calls to potential adopters Yes No
- Do Home Visits on potential adopters Yes No
- Contact veterinarians on potential adopters to assure owned animals are current with shots and altered Yes No
- Bring pets to a minimum of one Adoption Day per month Yes No
- Bring pets to special events where potential adopters might meet them Yes No
- Allow potential adopters to visit your home to meet animals for adoption Yes No
- Transport animals to veterinarian Yes No

Please note any other volunteer work you are willing to do for Animal Aid:



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VOLUNTEER AGREEMENT

In consideration of this opportunity to volunteer, I agree to the following terms and conditions, intending to be legally bound by them:

1. I will abide by the Mission, rules, regulations, policies and programs of Animal Aid of Southwestern Michigan while I am a volunteer.
2. If I cease to be a volunteer for Animal Aid for any reason or upon Animal Aid's request at any time, I will promptly return all of Animal Aid's supplies, equipment, records, money, animals and other items in good, clean condition.
3. I assume the risks of being bitten, scratched, injured or frightened by casts, kittens, dogs and puppies in connection with my volunteer work for Animal Aid. Animal Aid is not liable to me for any injuries, damages, liabilities, losses, judgments, costs or expenses whatsoever that I might suffer or sustain in connection with the performance of my volunteer activities for Animal Aid, unless they are the result of Animal Aid's gross negligence or intentional misconduct. I will indemnify, defend, and hold harmless from and against any claims, lawsuits, injuries, damages, losses, costs or expenses whatsoever, sustained by a companion animal or person in connection with my intentional misconduct or grossly negligent performance of volunteer activities for Animal Aid, or my breach of Animal Aid's rules, regulations, policies and programs.
4. I understand and agree that Animal Aid may refuse Volunteer Applications for any reason.
5. If I will be sheltering or providing foster care for or boarding any of Animal Aid's animals in my home or business, I consent to Animal Aid visiting my home or business from time to time to observe the animals in their living quarters.
6. I have accurately and truthfully completed this Volunteer Application and Agreement.
7. Any modification to this Agreement must be in writing, signed by both parties. This Agreement is binding upon Animal Aid, myself and Animal Aid's and my respective heirs, successors, assigns, executors and personal representatives.

Date _____

APPLICANT

ORGANIZATION

Signature

Signature

Print Name

Print Name

Pass / Fail

Home Visit done by _____ on _____

Vet Check done by _____ on _____

Comments _____

Approved Yes No