



## CatNip & DogBones Pet Sitting, LLC



### Client Checklist: Before You Leave

Please use the following checklist to make certain all the details are covered prior to your trip.

- Have you completely filled out all of the required paperwork for the pet sitter?
- Have you provided the pet sitter with your pet's vaccine history and important veterinary information?
- Have you read all of the pet sitter policies and found answers to all of your questions?
- If keys are to be left unsecured, have you signed the "Key Release Form"?
- If others will have access to your home while you are away, have you signed the "Access to Home Release"?
- Have you pet-proofed your yard and house? Remember, your pet will be unsupervised much of the day!
- Have you placed a collar on the pet with ID and phone # if required?
- Have you placed lights on timers or plan to leave lights on for the pet sitter?
- Have you informed your emergency contact about your trip and that you have a pet sitter?
- Have you left your phone #'s, including a land-line, with both the pet sitter and your emergency contact?
- Have you ensured sufficient supplies including food, litter, medications, etc to last beyond your planned trip?
- Have you confirmed your reservation with CatNip & DogBones Pet Sitting, LLC within the previous 7 days?
- Have you contacted your alarm company about the pet sitter's access to your home?
- Have you contacted your veterinarian with information regarding your pet sitter in case of an emergency?
- Have you left payment for the pet sitter for the full amount of the agreed upon fee?

Please remember that upon returning home, it is crucial that you contact CatNip & DogBones, Pet Sitting, LLC by phone or email as soon as possible. Failure to do so may result in an emergency visit and charges will apply. It is my goal to keep your pets as safe and as comfortable as possible. If your return is delayed, I want to be sure your pets are cared for in your absence.

Please remember to take my business card with you on your trip so you will have contact information handy at all times. Do not hesitate to contact me with any changes in your schedule or with any other concerns you may have.

CatNip & DogBones Pet Sitting, LLC

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