



**THE PAW WATCH LLC SERVICE CONTRACT**

**YOUR INFORMATION**

Today's Date:

Client Name:

Street Address:

Apartment No:

City, State, Zip:

Home Phone:

Work Phone:

Cell Phone:

Email Address:

Out of Town Phone Number *(if applicable)*

Billing Address:   
*(if different than above address)*

City, State, Zip:

**UPDATES**

How often do you wish to be contacted while you're away? *(IE. every day, every other day, just once...)*

Preferred Method of Contact: *(Email /Call/Text)*

**PET INFORMATION** (If more than three pets please continue writing their info at end of document).

Name of **1st** Pet:

Type of Pet:

Sex: (*Male/Female*)

Age:

Neutered/spayed: (*YES/NO*)

Vaccinations current? (*YES/NO*)

Name of **2nd** Pet:

Type of Pet:

Sex: (*Male/Female*)

Age:

Neutered/spayed: (*YES/NO*)

Vaccinations current? (*YES/NO*)

Name of **3rd** Pet:

Type of Pet:

Sex: (*Male/Female*)

Age:

Neutered/spayed: (*YES/NO*)

Vaccinations current? (*YES/NO*)

**Vaccinations must be current if the pet is going to be taken (walked) outside of your home/yard. Copies of their vaccination certificates will be requested and kept on file. Pets must be completely free of fleas, ticks, and any contagious illness.**

**EMERGENCY INFORMATION**

Person to contact in case of emergency:

Phone Number:

**VET INFORMATION**

Veterinary Clinic Name:

Veterinarian Name:

Address:

Vet Phone:

Do I have your permission to take your pet to the veterinarian, if necessary?

(YES/NO):

Will pet care be shared with anyone else during your absence?

(YES/NO):

If YES, Name and Phone Number of individual:

**PET PROFILE**

**\*\* Important! Please be very specific! These written instructions supersede any oral instructions given to the pet sitter. \*\***

Feeding Instructions (Type of food/Amount of food/Number of times per day to feed/Approximate time of day for meals/Any other special feeding instructions (i.e. food allergies, special food dish, etc.)):

Medication Instructions (If Applicable) (Name of medication/Dosing instructions (how much, how many times per day)/Form of medication (liquid/cream/pill/injection)/Administration instructions (ex. does your pet like to take their pill in a piece of bread? Etc):

Please list your pet(s) likes and dislikes (Do they have a favorite toy or a favorite way to play? Is there a certain something that makes them grouchy?):

Is your pet fully housebroken (i.e., free of "accidents" in your home)?

(YES/NO)

If no, explain (And please write which clean up product you'd like your sitter to use and where it is located):

Would you like your pet sitter to water your plants or get your mail while you are away? (No charge!)

PLANTS (YES/NO & How Often)

MAIL (YES/NO)

Please list any other special concerns or care instructions for your pet(s), litter box instructions, etc:

How did you hear about The Paw Watch? (Internet \*Where on the internet?\*, Flyer, Business Card, From a Friend, Etc):

## SERVICE DETAILS AND INVOICE

### **For PET SITTING VISITS IN YOUR HOME:**

The fee for in your home pet sitting visits is \$20 per 30-minute visit, \$25 per 45-minute visit, and \$30 per hour visit.

**\*\* Please keep in mind that although there is no extra charge for multiple pets, the length of the Pet Sitting Visit may need to run longer than 30 minutes to provide care for all of the pets. You can provide me with your desired length of visit, (while keeping your number of pets in mind), and I will try my best to stay within that time, though it is not guaranteed. If any visits run longer than your desired time an invoice will be sent to you by mail or email for the additional charges due. \*\***  
**Pet sitting visits include; feeding, watering, bathroom duty (letting the dog(s) out or a quick walk/ scooping the litter box), playtime and lots of love and attention.**

Date of First Visit:

Date of Last Visit:

Number of Visits per day:

Desired Length of Visits (30 minute minimum):

Desired Time of Visit (Specific or Morning/Afternoon/Evening):

Total Number of Visits:

Total Charges for Pet Sitting Visits:

### **For DOG WALKING:**

The fee for dog walking (for one or two dogs) per walk is \$20 for a 30 minute walk, \$25 for a 45 minute walk and \$30 for an hour walk. No more than two dogs will be walked together at one time for safety reasons. Vaccinations must be current if the pet is going to be walked outside of your home/yard. Copies of their vaccination certificates will be requested and kept on file.

Date(s) of Walks(s):

Number of Walks per day:

Length of Walk(s) (30 min minimum):

Location (Street names) where you normally walk:

Total Number of Walks:

Total Charges for Dog Walking:

**FOR POTTY BREAK AND PLAY:**

The fee for a potty break and play is \$15. This 15 minute visit includes letting the dog(s) out for a potty break and a quick playtime. Vaccinations must be current if the pet is going to be walked outside of your home/yard. Copies of their vaccination certificates will be requested and kept on file.

Date(s) of Visit(s):

Number of Visits per day:

Desired Time of Visit (Specific or Morning/Afternoon/Evening):

Total Number of Visits:

Total Charges for Potty Break & Play Visits:

**FOR OVERNIGHT STAYS:**

The fee for an overnight stay is \$70 per night. It is typically from 7-8PM to 7-8AM, although alternate times may be arranged. It is 12 hours total and includes an evening feeding, morning feeding, playtime, bathroom duty (letting the dog(s) out or a quick walk/scooping the litter box), lots of love and attention and the added security of knowing your home is being watched while you are away.

Date(s) Overnight Stay(s):

Desired Time for Overnight Stay:  PM to  AM

Total Number of Overnight Stays:

Total Charges for Overnight Stays:

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**Total of All Charges Due:**

**Forms of payment accepted are cash, check or Venmo.**

**Payment is required on the first day of service for vacation pet sitting.**

**Payment for continuous daily/weekly services, such as potty breaks and dog walking, is due weekly (either beginning of week or end of week).**

**Payment may be left on the counter.**

**Please make checks out to: Chandra Ellis**

**\*Are you: Giving me a spare key? Hiding a key for me? Do I need a passcode to your garage or gate? \***

## **TERMS AND CONDITIONS**

Chandra Ellis, Professional Pet Sitter and Owner of The Paw Watch LLC, agrees to provide the services stated in this contract in a reliable, caring, and trustworthy manner. In consideration of these services and as an express condition thereof, the Client expressly waives and relinquishes any and all claims against said Pet Sitter and The Paw Watch LLC except those arising from gross negligence or willful misconduct on the part of the Pet Sitter and/or The Paw Watch LLC.

Client authorizes this electronically signed or handwritten signed contract to be valid approval for future services of any purpose provided by this contract, permitting the Pet Sitter and/or The Paw Watch LLC to accept reservations for service and enter premises without additional electronically signed contracts or written authorization. Please contact me directly at the phone number in the header of this contract to arrange for future services.

A meet and greet must take place before the start of service. There is no charge for a meet and greet.

Pets that will be taken outside of their house/yard are required to be current on their vaccinations. Copies of their vaccination certificates will be requested and kept on file.

I agree to reimburse The Paw Watch LLC for any additional fees for tending to emergency or veterinary care as well as any expenses incurred for any other unexpected home, food, or other supply needs, any damage to the pet sitter's body or property, or additional charges for pet sitting visits that run past the desired time.

Payment Policy: This service agreement also serves as an invoice. Forms of payment accepted are cash, check or Venmo. Payment may be left on the counter. **Payment for vacation pet sitting** must be made before or on the first day of service. **Payment for continuous daily/weekly services**, such as potty break & play visits and dog walking, may be given at the start of OR end of each week, as long as the payment is made weekly.

Cancellation Policy: At least 24 hours notice must be given to cancel any pet services. If the cancellation is made less than 24 hours from the scheduled service date you are subject to a 20% cancellation fee, (20% of the total service charges).

Rates for services are subject to change at any time without notice.

*IF MEDICINES ARE TO BE ADMINISTERED:* The Client acknowledges that the Pet Sitter is NOT a veterinary doctor and therefore does not hold the Pet Sitter or The Paw Watch LLC accountable for medical circumstances beyond their control.

Chandra Ellis and The Paw Watch LLC reserve the right to refuse service to a pet that exhibits signs of obvious outward aggression that would give cause to believe the pet could be dangerous towards other pets, people or the pet sitter herself.

*Chandra Ellis and The Paw Watch LLC is fully insured and bonded through Pet Sitter's Associates.*

Chandra Ellis, the owner of The Paw Watch LLC, welcomes your questions, comments, and feedback during any point in the process (before, during, or after) of caring for your animal(s).

[Signing/Typing your name in the box below indicates you agree with the Terms and Conditions.](#)

**Client Signature (Type in box):**

**Today's Date:**

**Relax knowing that your pet is in good paws with The Paw Watch!  
If you have any questions, please call me directly at (585) 358-1779.**