

# Almost Home Boarding Kennel

18710 Chad Hittle Drive, Westfield, IN 46074

[www.almosthomekennel.com](http://www.almosthomekennel.com)

317-896-2942

[almosthomekennel@frontier.com](mailto:almosthomekennel@frontier.com)

317-867-1315 fax

APPOINTMENTS MAY BE SCHEDULED DURING THE FOLLOWING BUSINESS HOURS

SUNDAY  
4:00 PM - 7:00 PM

MONDAY - FRIDAY  
9:00 AM - 12 NOON  
4:00 PM - 7:00 PM

SATURDAY  
9:00 AM - 12:00 NOON

OWNER(s) \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/ZIP \_\_\_\_\_

TELEPHONE

HOME \_\_\_\_\_

WORK \_\_\_\_\_

Cell \_\_\_\_\_

Email \_\_\_\_\_

WORK \_\_\_\_\_

Cell \_\_\_\_\_

CAT NAME(s) \_\_\_\_\_

BREED \_\_\_\_\_

AGE \_\_\_\_\_

WEIGHT \_\_\_\_\_

COLOR \_\_\_\_\_

SEX \_\_\_\_\_

NEUTERED/SPAYED? \_\_\_\_\_

FEEDING INSTRUCTIONS \_\_\_\_\_

TIME FED:

AM

PM

ALWAYS AVAILABLE

BRAND \_\_\_\_\_

AMOUNT \_\_\_\_\_

VETERINARIAN \_\_\_\_\_

Telephone \_\_\_\_\_

ADDRESS \_\_\_\_\_

VACCINATIONS

RABIES \_\_\_\_\_

DISTEMPER \_\_\_\_\_

FELV \_\_\_\_\_

RABIES \_\_\_\_\_

DISTEMPER \_\_\_\_\_

FELV \_\_\_\_\_

**OTHER THAN YOURSELVES - SOMEONE WHO CAN MAKE DECISIONS FOR YOUR PET(S)**

1<sup>ST</sup> EMERGENCY CONTACT AND TELEPHONE \_\_\_\_\_

2<sup>ND</sup> EMERGENCY CONTACT AND TELEPHONE \_\_\_\_\_

COMMENTS ABOUT PET (I.E., HABITS, ALLERGIES, MEDICATIONS, ETC.) \_\_\_\_\_

IS THIS YOUR PET(S) FIRST TIME TO BE BOARDED AT A KENNEL? \_\_\_\_\_

HOW DID YOU HEAR ABOUT THIS KENNEL? \_\_\_\_\_

**THE KENNEL IS LOCATED IN OUR HOME. PLEASE RESPECT OUR BUSINESS HOURS AND OUR PRIVACY.**

**KENNEL RULES:**

- IF YOU HAVE SCHEDULED AN APPOINTMENT TIME FOR DROP OFF OR PICK UP, AND NEED TO CHANGE IT, PLEASE GIVE US THE COURTESY OF A PHONE CALL. OTHERWISE, WE MAY NOT BE AVAILABLE IF YOU ARRIVE UNEXPECTEDLY.
- ALL ANIMALS ARE BOARDED AND CARED FOR BY THE ALMOST HOME BOARDING KENNEL WITHOUT LIABILITY FOR LOSS, DAMAGE FROM DISEASE, DEATH, RUNNING AWAY, THEFT, FIRE, INJURY, SELF-INFLICTED INJURY BY PET(S), INJURY TO PERSONS BY SAID PET(S), INJURY TO OTHER ANIMALS BY SAID PET(S), PROPERTY DAMAGE BY SAID PET(S), OR OTHER UNAVOIDABLE CAUSES, DUE DILIGENCE AND CARE HAVING BEEN EXERCISED.
- IN THE EVENT OF AN ILLNESS OR ACCIDENT, A VETERINARIAN (YOURS IF AVAILABLE), WILL BE CALLED. IF DEEMED NECESSARY, YOUR PET(S) WILL BE TRANSPORTED TO THE VET OR EMERGENCY CLINIC WITH ALL NECESSARY EXPENSES CHARGED TO YOU, THE OWNER. IF CIRCUMSTANCES MAKE IT IMPOSSIBLE FOR YOUR PET(S) TO BE TRANSPORTED TO A VETERINARIAN, A MOBILE VET MAY BE CALLED IN.
- IF A PET(S) IS NOT CALLED FOR AND NO NOTICE IS GIVEN THIS KENNEL WITHIN SEVEN (7) DAYS AFTER THE SCHEDULED DATE FOR RETURN, THE PET(S) WILL BE RELEASED TO THE NEAREST HUMANE SOCIETY. WRITTEN NOTICE OF THIS ACTION SHALL BE MAILED BY REGISTERED MAIL TO THE OWNER OF THE PET(S) AT THE ADDRESS GIVEN BELOW. NO FURTHER NOTICE SHALL BE DEEMED NECESSARY.
- THE KENNEL WILL NOT RELEASE A PET(S) TO ANYONE, OTHER THAN THE OWNER, WITHOUT SPECIFIC INSTRUCTIONS FROM THE OWNER AS TO WHO SHOULD BE REMOVING PET(S) FROM THE KENNEL. IF YOU MAKE ARRANGEMENTS FOR SOMEONE TO PICK UP YOUR PET(S), THEY WILL BE EXPECTED TO MAKE PAYMENT AT THE TIME OF PICK UP, AND HAVE PHOTO ID.

**CANCELLATION POLICIES:**

- IF YOU RESERVE KENNEL SPACE OVER PEAK TIMES OR HOLIDAYS, AND CANCEL LESS THAN THREE (3) DAYS PRIOR TO YOUR SCHEDULED DROP OFF DAY, YOU WILL BE BILLED FOR TWO (2) DAYS OF BOARDING. THIS EXCLUDES CHRISTMAS AND SPRING BREAK, WHICH ARE NON-REFUNDABLE DEPOSITS.
- IF YOU RESERVE WEEKEND KENNEL SPACE DURING PEAK TIMES OR HOLIDAYS/HOLIDAY WEEKENDS, AND RETURN EARLY FOR PICK-UP, YOU ARE STILL FINANCIALLY RESPONSIBLE FOR THE KENNEL TIME YOU RESERVED.

**BOARDING RATES: ALL CHARGES MUST BE PAID IN FULL BEFORE THE RELEASE OF YOUR PET**

- THERE IS A \$25.00 CHARGE FOR RETURNED CHECKS.
- BOARDING FEES ARE CALCULATED ON A PER DAY BASIS. DAY ONE IS THE DAY OF DROP OFF.
- IF PICK UP IS BETWEEN 9:00 AM AND 12 NOON, THERE WILL BE NO CHARGE FOR THE FINAL DAY OF BOARDING.
- IF PICKUP IS BETWEEN 4:00 PM AND 7:00 PM, IT WILL BE CONSIDERED ONE FULL DAY OF BOARDING.
- SUNDAYS ARE CONSIDERED ONE FULL DAY OF BOARDING.
- THE DAILY BOARDING FEE FOR YOUR PET(S) WILL BE \$16.00 PER PET, PER DAY. THIS FIGURE IS SUBJECT TO AN ANNUAL INCREASE.
- IF MY ACCOUNT SHOULD BECOME DELINQUENT, I WILL BE RESPONSIBLE FOR ALL EXPENSES INVOLVED IN COLLECTION EFFORTS, INCLUDING ATTORNEY'S FEES, COURT COSTS, AND COLLECTION AGENCY FEES.

**AT THE KENNEL OWNER'S CONVENIENCE, CLIENTS CAN MAKE ARRANGEMENTS FOR PICK-UP OR DROP-OFF OUTSIDE OF REGULAR BUSINESS HOURS. THESE ARRANGEMENTS MUST BE MADE IN ADVANCE AND CONFIRMED BY THE KENNEL OWNERS. THERE WILL BE A FIFTY DOLLAR (\$50.00) SPECIAL SERVICE FEE FOR THIS SERVICE AND A ONE HUNDRED DOLLAR (\$100.00) SPECIAL SERVICE FEE ON HOLIDAYS WE ARE CLOSED.**

AS OWNER OF THE PET(S) BEING BOARDED, I HEREBY UNDERSTAND AND AGREE TO THE FOREGOING:

SIGNATURE

DATE

\_\_\_\_\_  
RICHARD OR DARLENE WYATT, OWNERS

**WE RESERVE THE RIGHT TO REFUSE BOARDING PRIVILEGES TO ANY PET.**

This contract will remain on file at the Almost Home Boarding Kennel and will be binding whenever the above signed owner boards his/her pet(s). Revised 04/15