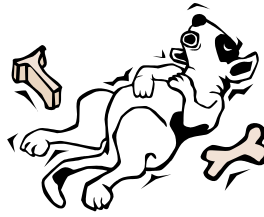


Welcome Visitors & Emergency Personnel:

Our pets are being cared for by a professional who comes in at various times during the day. Please help us provide the best care for our pets by following these special pet care guidelines:

- **If a pet escapes, is injured or ill, or is having any issues please call the pet sitter asap.** The pet sitter does have our emergency contact numbers. In the case of severe injury, please take our pet to the emergency vet clinic.
- Please make it obvious that you are here: park in the front, tape a note to the door, and listen for visitors. The police may be called on unexpected visitors. Always carry ID with you.
- Please do not feed the pets or give them any treats, even nibbles, unless instructed to do so.
- Please return the radio, tv, lights, windows, doors, fans, and locks to their original settings.
- Leave a note before you leave each and every visit. A sheet may be provided. Details can be very brief, but please do mark down if
 - Pet was fed treats or food
 - Pet was given water
 - Plants were watered
 - Pet received a hard workout
 - Pet went potty, and what time
 - Any accidents were cleaned up



Also please mark down your name, arrival and departure times, and any future visits.

- Locate each pet, and check to see that no pets have escaped out the door or into a forbidden area (such as a closet) each time before you leave.

Forbidden Areas & Closed Doors:



Areas that **MUST** remain **accessible** to pet:

Owner:		Emergency #:	
Pets:		Emergency Contact Info:	
Pet Sitter:	<i>Scratch and Sniff, Inc.</i> 815-886-5560	Other Notes:	

Scratch and Sniff, Inc.

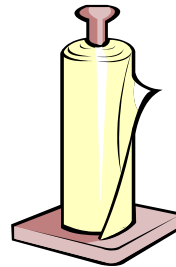


Suggested Leave-Out Checklist

- Copy of Service Request, Completed and *Signed*
- Muddy Paw Towels or Rags
- Paper Towels
- Broom, Dustpan & Vacuum
- Spot Cleaner or Cleaning Machine
- Cleaner
- Can Opener & Spoon for moist food
- Leashes & Harnesses
- Medicines
- Name tags & Amount tags on feeding bins
- Favorite Toys, Kongs
- Brushes
- Treats & Chewies
- Remote Controls for TV or Stereo
- Garbage / Litter bags
- Extra Litter, Litter Scoop, Pooper Scooper
- Additional Contact #'s (Hotel)
- Pencil or Pen
- Watering Can, Plants (waterproof surface)
- Any special last visit notes (leave key, etc).



Carpet
General



Call Us:

Feel free to contact your pet sitter to check up on your pets at any time. We return all calls the same day. If you do not hear back from us in 4 hours, please try again – voice mails do sometimes get lost. Emails are also welcome, and we check our email all day long as possible.

Keys:

If you would like the pet sitter to leave your key or remote on the last visit, please leave a note reading “**Leave Key**” with the date and time of the last visit as well as instructions on how to secure the house without the key.

Remember, if we return the key you will not be able to request additional visits if your return is delayed. Leaving the key or storing it in our safe is free to you.

Enjoy your time away!

Scratch and Sniff, Inc.

www.ourpetsitters.com
