



City of Hesperia Animal Shelter

Dear Pet Guardian:

If you are considering relinquishing your companion, our shelter staff is here to help you navigate that difficult decision. Our goal is to help you resolve the problems you are experiencing so that you can keep your pet. Please take the time to review the enclosed packet of information so that you may make the most appropriate decision for your companion.

PET FOOD ASSISTANCE

If you are in need of food, we occasionally have available supplies of donated cat and dog food that we are able to provide to members of the public on a first-come, first-serve basis. Pet food assistance is intended to help keep a pet in his or her home while the guardian overcomes short-term financial difficulty.

PET BEHAVIOR/MANNERS CLASSES

Training classes can be very beneficial and just may be the key to changing your decision to rehome your pet. There are many resources available throughout the community which could be found by doing a web search. Please understand that we are unable to endorse the individuals you find through a web search, but we do encourage you to contact them to save your pet and keep your family together.

CONTAINMENT

If you are experiencing difficulties with keeping your pet contained in the yard, there are plenty of options for you to try prior to surrendering your pet to the shelter. We encourage you to conduct a web search and then follow through with several of the options.

MOVING

Moving is stressful even in the best of circumstances, so give yourself extra time to find a residence where pets are permitted. When talking to landlords, be honest and offer to introduce your pets to the landlord. Many property owners will allow well-behaved pets particularly if the owner behaves responsibly. Providing your pets' veterinary records, graduation certificates from obedience classes and references from past landlords can help to show a prospective landlord you are a responsible pet owner. Moving tips are included in this packet.

WHAT TO DO IF YOU NEED TO SURRENDER YOUR PET

As we have shown you, you have several choices, the last of which should be surrendering your pet to a shelter. If you have exhausted alternatives to surrendering (including trying to work through challenges or trying to find a new home for your pet yourself with friends, neighbors, family or co-workers), here is how our admissions process works.

WHAT YOU SHOULD EXPECT

We cannot always accept every animal brought to our shelter immediately, but we can immediately start offering support and assistance. If your pet is aggressive towards humans, other animals, old, very sick, etc., you will be directed to obtain a medical examination from a local veterinarian for medical treatment or euthanasia. We will not accept aggressive animals. We do charge a surrender fee for dogs and cats, which will be applied to the costs we will incur providing care to the pet.

HOW THE PROCESS WORKS

Each day Hesperia Animal Shelter staff assesses the amount of space available. The goal of this process is to have spaces filled as efficiently as possible, keeping cages from standing empty and maximizing our lifesaving capacity.

HOW TO PREPARE

1. Review this packet entirely and exhaust all resources in this packet prior to scheduling an appointment. Proof of all attempts to rehome your pet will be required. *No exceptions will be made.*
2. Call the Hesperia Animal Shelter and request an appointment. An appointment is required.
3. Ensure that you are the legal owner on any form of identification of the animal. We require signature of the owner of the pet in order to relinquish title of the pet to us. Therefore, please do not send someone else in your place.
4. Bring the following with you to your appointment:
 - a. All veterinary records.
 - b. Your pet's medication, if any.
 - c. Your pet's bed, toys, leash and other belongings from home.
 - d. Proof that you have tried the resource options we have suggested; i.e., containment, training classes (bring receipts), etc.

5. All dogs must be leashed and cats must be in carriers.



REHOMING YOUR PET

It is always best to consider rehoming your pet as opposed to surrendering to a shelter. The following guidelines will hopefully make the process easier for you and be the most beneficial to your pet. Be thorough and patient as finding the right home takes time, but it's worth it for you and your pet's peace of mind.

NETWORK YOUR ANIMAL

Below are a few tips on networking your pet:

1. Take several color photos of your pet. Show off your pet's cutest and most endearing qualities.
2. Write a story about your pet. Include the reason your pet needs a new home, the kind of home he or she needs and would do well in, and some "human interest" information – for example, your pet's funniest behaviors, his/her favorite things to do or the thing you love most about your pet.
3. Share your photos, story and e-mail to everyone you know asking for their help. Search the internet for additional resources, such as breed-specific rescues. Use your Social Media accounts to ask your friends to share your pet and assist in the search for a new, responsible home. Placing your pet with someone you know will ease the transition for you, the new guardian and for your pet.
4. Charge a fee. A modest rehoming fee can cover the costs of updating vaccinations or the supplies such as a crate, carrier or flea and tick prevention you plan to pass along to your pet's new guardian.

EVALUATING POTENTIAL ADOPTERS

Take the time to consider applicants. Don't allow yourself to be pressured into making a decision that you do not feel right about. Your judgment is your best guide.

1. Interview potential adopters carefully. Use the sample adoption questionnaire we have provided as a guide. Go over this document with each potential guardian to evaluate whether his or her home is compatible with your pet. Does your pet get along with other animals? Is your pet high or low energy? Make sure he or she fits into the lifestyle of the applicant's family, and your pet is what they're really looking for.
2. If the potential adopters have other dogs, ask to do a "meet and greet" at a local dog park to ensure compatibility.
3. Along with collecting adopter information, you might consider the following (please note that with respect to some of these items, an open and honest discussion will provide you with the information you need to make an informed decision regarding your pet's placement):
 - a. If the prospective new owner rents a house or apartment, ask about the pet policy in order to assure he/she has permission to have a pet.
 - b. Ask if it would be okay to call and see how your pet is doing in his or her new home. A responsible guardian will welcome your concern for the animal.

WHEN YOU'VE FOUND THE RIGHT HOME

Once you've identified a loving, responsible new guardian for your pet and confirmed with that person that he/she is ready to commit to becoming your pet's new owner:

1. Arrange a public meeting place to drop your pet off. To help your pet transition to the new home, provide favorite toys, bedding, a litterbox, carrier or other familiar items. It's also nice to give any remaining food you have to the new guardian.
2. Transfer vet records. Provide the new owner with copies of any written veterinary records you have. To simplify the transfer, you can ask your veterinarian to send records directly to the new owner's preferred clinic. Your vet may require this request to be provided in writing.
3. Document your pet's new ownership by creating a written record, signed by you and the new owner to document that the adopter is taking title to the pet.
4. Update microchip information. If your pet is microchipped, contact the company and inform them of the change of ownership and provide the new owner with the microchip information.
5. Contact licensing agency to notify of rehoming.
6. Remind new owner to get license done in current jurisdiction and place name tag on pet with new phone number in case pet tries to escape and becomes disoriented in new neighborhood.

REHOMING YOUR PET?

- **POST YOUR PET ON RESCUEME.ORG
(THIS WEBSITE IS MONITORED BY
RESCUE GOUPS & PUBLIC.)**
- **DO A FACEBOOK OR WEB SEARCH
FOR BREED SPECIFIC RESCUES**
- **POST YOUR PET ON SOCIAL MEDIA
(THERE ARE PLENTY OF PET PAGES
ON FACEBOOK!)**





OWNER SURRENDER FORM - CAT

The City of Hesperia Animal Shelter accepts owned animals from City of Hesperia residents. When relinquishing your animal to the Hesperia Animal Shelter you understand and agree to the following:

- 1) You are the legal owner of the animal you are relinquishing.
- 2) The City of Hesperia Animal Shelter will assess the physical and behavioral health of the animal to determine adoptability.
- 3) The City of Hesperia Animal Shelter reserves the right to determine any animal's adoptability.
- 4) If you subsequently call about the animal's status, you may not be given any follow-up information about the animal, except whether it is or is not at the shelter.

I, undersigned, owner of the animal described below, hereby give ownership of said animal to the City of Hesperia Animal Shelter to be placed for adoption or humanely euthanized, at the discretion of the shelter. I agree to make all veterinarian records for said animal available to the shelter and adopter of said animal.

_____ (Please initial) I certify that, to my knowledge, this animal has not bitten or scratched anyone in the past fourteen days or been exposed to rabies.

_____ (Please initial) I understand and agree that the shelter reserves the right to either place for adoption or humanely euthanize this animal.

Print Name

Address

City

State

Zip Code

Primary Phone

Alternate Phone

Signature: _____

Date: _____



Please provide us with the following information **AND PLEASE PRINT LEGIBLY.**

IDENTIFICATION

Name: _____ Breed _____

My cat is a: Male Female He/She is _____ old.

And is: Spayed Neutered Not Altered And is: Declawed Not Declawed

Is this cat microchipped? Yes No

If yes, microchip company name is _____ Microchip number is _____

How long have you had this cat? _____

MEDICAL

What vet clinic did the cat go to? _____

Does this cat have or has it had any known medical issues? No Yes, please explain.

LIKES/DISLIKES

What type of food do you feed this cat? _____

Is there any type of food/treat this cat particularly likes? _____

Does this cat enjoy:

-- Being groomed? Yes No Comments: _____

-- Being picked up? Yes No Comments: _____

-- Being petted? Yes No Comments: _____

-- Sitting in your lap? Yes No Comments: _____

-- Being outside? Yes No Was never allowed outside

Does this cat use a scratching post? Yes No

Does this cat play with toys? Yes No If yes, what type? _____

Is there something this cat particularly likes (in general)? _____



BEHAVIOR/PERSONALITY

How does this cat respond to:

Dogs _____

Other Cats _____

Strangers _____

Children _____

Has this cat ever lived with other animals? Yes No

If yes, what types of animals? _____

Did they get along well? Yes No

How did they interact? _____

How would you describe your cat's behavior/personality in general?

Does this cat have ANY of the following behavioral issues **please explain where necessary:** *(Please be honest, it will let us know what things we should work on with the cat)*

Scratch furniture/other things Chew plants Chew electric cords Chew other: _____

Jumping up on counters, etc. Spraying Escaping outside Climbing Curtains

Aggression Biting Scratching Other: _____

Does this cat use a litter box? Yes No Sometimes

BITE HISTORY

Has the cat ever bit a person for any reason? Yes No If yes, when _____

If yes, please describe the circumstances.

SURRENDER

Why are you surrendering this cat? (Please provide a detailed explanation.)



OWNER SURRENDER FORM - DOG

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_____ (Please initial) I certify that, to my knowledge, this animal has not bitten or scratched anyone in the past fourteen days or been exposed to rabies.

_____ (Please initial) I understand and agree that the shelter reserves the right to either place for adoption or humanely euthanize this animal.

Print Name

Address

City

State

Zip Code

Primary Phone

Alternate Phone

Signature: _____

Date: _____



Please provide us with the following information **AND PLEASE PRINT LEGIBLY.**

ANIMAL IDENTIFICATION

Dog's Name	Date of Birth OR Age
Breed	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female
Microchip <input type="checkbox"/> Yes <input type="checkbox"/> No	Microchip No.

OWNERSHIP

How long have you owned the dog?	Where did you get it?
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STERILIZATION

Has your dog been sterilized?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have the sterility certification?	<input type="checkbox"/> Yes <input type="checkbox"/> No

NUTRITION

Does your dog have any dietary restrictions?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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BEHAVIOR/MANNERS

Where does the dog sleep at night?	Where is the dog when you are at home?
Where do you keep the dog when you have to leave the house? <input type="checkbox"/> Loose in the house <input type="checkbox"/> Outside in the yard <input type="checkbox"/> Restricted to one or two rooms <input type="checkbox"/> Chained in the yard <input type="checkbox"/> In a cage or crate <input type="checkbox"/> In an outdoor kennel	
Is the dog housebroken?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially
Is the dog crate trained?	<input type="checkbox"/> Yes <input type="checkbox"/> No
How many hours a day was the dog left without human contact?	Is the dog destructive when left alone? <input type="checkbox"/> Always <input type="checkbox"/> Sometimes <input type="checkbox"/> Never
When left alone does the dog: <input type="checkbox"/> Bark <input type="checkbox"/> Chew furniture <input type="checkbox"/> Chew personal items (shoes, clothes, etc.) <input type="checkbox"/> Scratch doors or window sills <input type="checkbox"/> Pee or poop in the house <input type="checkbox"/> None of the above <input type="checkbox"/> Other _____	
When allowed outside the dog was: <input type="checkbox"/> Chained in yard <input type="checkbox"/> Loose <input type="checkbox"/> In fenced yard <input type="checkbox"/> In kennel <input type="checkbox"/> Other _____	
When allowed outside unsupervised, did the dog: <input type="checkbox"/> Dig holes <input type="checkbox"/> Escape frequently <input type="checkbox"/> Bark continuously <input type="checkbox"/> Bark at strangers <input type="checkbox"/> Bark at other animals <input type="checkbox"/> Seem content <input type="checkbox"/> Other _____	



CHILDREN

Has the dog been consistently around children? Yes No If yes, please list ages of children:

Is the dog too rough when playing with kids or does it play politely?

OTHER ANIMALS

Does it get along with other dogs/cats?

Always Usually Sometimes Never

Is the dog from a single dog household? Yes No

If NO, please answer the following questions pertaining to the other dogs/cats:

SEX	AGE	SIZE	BREED	NEUTERED or SPAYED
_____	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No

If YES, has the dog ever been allowed to play with other dogs/cats? Yes No

Has it ever been in a severe dog fight in which dog/cat was injured? Yes No If yes, please explain

Has the dog ever hurt a cat? Yes No

If yes, please explain the extent of injury and circumstances.

Has the dog ever been around livestock or chickens? Yes No

If yes, how does it react to these animals?

PEOPLE

How does your dog react when new visitors enter the house?

How does your dog react when it sees a jogger or a child on a bike/skateboard?

How does your dog react when you take away its favorite toy or bone?

How does your dog react when it's disturbed when sleeping in its favorite spot?

How does your dog react when you take away its food?



BEHAVIOR/PERSONALITY

Would you say that most of the time the dog is: *(check all that apply)*

- Friendly Playful Shy Withdrawn Protective Affectionate Hyper Active Aggressive
 Stubborn Noisy Quiet Destructive

What type of people does the dog feel most comfortable with?

- Children Teenagers Men Women Elderly

Is the dog afraid of: Visitors Loud noises Thunder Being alone Vacuum cleaner Kids Men Going to the vet No fears that I'm aware of Other _____

What, if any, behavioral problems does the dog have?

BITE HISTORY

Has the dog ever bit a person for any reason? Yes No (Please know that this question does not necessarily determine the outcome of the dog.) If yes, please describe the circumstances and include dates.

MEDICAL HISTORY

Who is your dog's veterinarian?

Does your dog have any medical problems? Yes No If yes, please describe.

Is it on any medications? Yes No If yes, please provide the names of medications and reasons why taking.

When was your dog's last vaccination? _____ Rabies? _____

SURRENDERING

Why are you surrendering this pet? *(Please give detailed explanation.)*