



One of A.D.O.P.T. Pet Rescue's main goals is to help all homeless animals find forever homes. We at A.D.O.P.T. are appreciative of the fact that your organization has committed its time and effort to help the animals find a better home. For us to consider helping your organization find a loving home for an animal, we have put together a list of criteria that must be met before we can courtesy post. Please review the attached criteria and submit the information to us. The information can either be submitted via our website or can be mailed to:

A.D.O.P.T. Pet Rescue, Inc.
Attn: Courtesy Posting Review
P.O. Box 1861
Westerville, OH 43086

Once all of the criteria have been met, your application will be presented to our board for approval.

If you have any questions or concerns, please do not hesitate to contact us at 614-470-ADPT (2378) or via email at outreach@adoptpetrescue.org.

GENERAL INFORMATION & REQUIREMENTS

Courtesy Posting Procedure

We recognize that occasionally, there may be a request to post a dog or cat on our website for greater exposure. These postings must be approved by a majority vote of the board, and the owner of the animal must sign a Courtesy Posting Form and follow these courtesy posting guidelines. These postings are offered as a courtesy to the community and A.D.O.P.T. assumes no liability, financial, or legal responsibility for said animals. It is the responsibility of the shelter/rescue to screen any applicants.

Courtesy Posting Guidelines – Shelters & Rescues

All parties seeking to have A.D.O.P.T. Pet Rescue post an animal on its site must abide by the following criteria:

1. Adoption fee must be charged to adopters. The amount of the fee charged is at the discretion of the shelter or rescue.
2. Shelter/Rescue must provide a copy of any adoption guidelines to A.D.O.P.T. (i.e., application, procedures for home visits, background checks, return policy, landlord approval for potential adopters who rent). If such guidelines are not in place, we strongly recommend that these be enacted.
3. Animal must be up to date on shots and heartworm preventative.
4. Animal must be altered if old enough, or shelter/rescue must provide spay/neuter contract to be signed by adopter.
5. Animal must be on heartworm preventative although flea and tick treatments are optional.
6. Animal must be inside only and must be adopted out as such, regardless of breed.

Regarding courtesy-posted animals attending Adoption Events

- All shelters and rescues must have a signed event liability waiver on file with A.D.O.P.T. Pet Rescue.
- Any puppy or kitten that is less than one year old must have at least 2 rounds of vaccines to attend any adoption event and all animals attending adoption events must be current on vaccines and must be spayed/neutered unless under the age of 5 months.
- If your animal is not behaving well at an event (i.e., is acting aggressively towards people or other animals), you may be asked to remove the animal from the event. If your animal bites either a person or another animal while at an adoption event (or at any other time while the animal is posted through A.D.O.P.T.), you will be asked to remove the animal from the event immediately and your animal will be removed from the A.D.O.P.T. Courtesy Posting program.
- The volunteer in charge may, at his/her discretion, ask the caretaker to leave with his/her animal if he/she deems it necessary. The volunteer should make the caretaker aware of the reason for being asked to leave. Please keep in mind that some animals just do not do well at such events.
- If your animal is ill, or has been ill (with a contagious condition) and is still on medication, it may not attend adoption events until given approval of the veterinarian, or until the animal has finished its course of medicine and is no longer contagious.
- Caretakers are asked to stay with their animal(s). This is in the best interest of the caretaker, animal and potential adopters, because he/she is best able to answer any questions that potential adopters may have.
- If you are signed up to attend an event with your animal and find you cannot make it after already committing, please notify A.D.O.P.T. as soon as possible so that prospective adopters aren't waiting for you to show up.

Application for Courtesy Posting

Applicant Information

Shelter/Rescue Name: _____

Website (if applicable): _____

Shelter/Rescue Phone: _____

Shelter/Rescue Contact or Liaison: _____

Email address: _____ Phone: _____

Animal Information

Name: _____ Dog Cat Sex: Female Male Age: _____

Breed (if known): _____ Is the animal spayed or neutered? Yes No

Is the animal up to date on vaccinations and medications (including heartworm preventative)? Yes No

Is the animal **NOT** good with any of the following?

Cats Dogs Young children/babies Older children Other: _____

Has the animal ever bitten a person or any other animal? Yes No

If yes, which one(s)? _____

Is the animal aggressive towards people or other animals? Yes No

Additional Information: _____

By signing and submitting this application, you are verifying that the above statements and information are complete and truthful to the best of your knowledge and belief. A.D.O.P.T. Pet Rescue or its agents will not be held liable for damages or claims resulting from falsification of any information provided.

Signature: _____ Date: _____

Printed Name: _____

All materials listed in Courtesy Posting Guidelines must be submitted to A.D.O.P.T. prior to any posting on the A.D.O.P.T. site. If application is submitted without materials, A.D.O.P.T. reserves the right to decline the request to post the animal on our website.

Please mail this form and accompanying documentation to us at:

**A.D.O.P.T. Pet Rescue, Inc.
Attn: Courtesy Posting Review
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Westerville, OH 43086**