



# Maggie's Doggie

Day Care & Boarding

## Maggie's Doggie Day Care & Boarding

22 Herbert Avenue ♦ Spotswood, NJ 08884

(732) 744-6043 ♦ maggiesdoggiedaycareandboarding@aol.com

♦ maggiesdoggiedaycareandboarding.com ♦ facebook.com/maggiesdoggiedaycareandboarding

♦ rover.com/sit/maggiemcspad ♦ dogvacay.com/pro/maggiemcspadden

## Maggie McSpadden Day Care & Boarding Agreement

*Please complete to the best of your knowledge and submit executed copy to Maggie's Doggie Day Care & Boarding upon completion.*

### Owner Information:

Owner's Name: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Home Phone #: \_\_\_\_\_

Cell Phone #1: \_\_\_\_\_ Cell Phone #2: \_\_\_\_\_

Pet Type: \_\_\_\_\_

(Dog, Cat, Rabbit, Ferret, Mouse, Hamster, Gerbil, Small Animal, Reptile, Bird, Fish, etc.)

### Pet Information:

Pet's Name: \_\_\_\_\_

Breed(s): \_\_\_\_\_ Sex: \_\_\_\_\_ Weight: \_\_\_\_\_

Color: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Age: \_\_\_\_\_ [ ] Spayed (Female) [ ] Neutered (Male) [ ] No

Microchip ID Number: \_\_\_\_\_ [ ] None

**Please submit and attach the updated vaccination and medical records for your pet.**

**Medical Information:**

Veterinarian's Name and Clinic: \_\_\_\_\_

\_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Website: \_\_\_\_\_

*Please provide, submit and attach vaccination documentation and medical records.*

In addition, please list the current expiration dates for the following vaccinations:

[ ] Rabies: \_\_\_\_\_ [ ] Distemper: \_\_\_\_\_

[ ] Bordetella: \_\_\_\_\_

Please describe any medical or physical conditions, including any medications or allergies:

\_\_\_\_\_

Flea and tick preventive treatment applied prior to arrival to prevent contraction of fleas during outdoor play time sessions? Yes [ ] No [ ] Collar [ ]

**Emergency Contact Information:** (other than owner)

Name: \_\_\_\_\_ Telephone #: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Relationship: \_\_\_\_\_

**Pet Care Information & Details:**

Dates of Boarding and Day Care: \_\_\_\_\_

**FEEDING INFORMATION:**

Type of food: \_\_\_\_\_ (dry, wet, raw, fresh, dehydrated, etc.)

Frequency: \_\_\_\_\_ (once a day, twice a day, three times a day)

Feeding Times: \_\_\_\_\_ (example: 7:00AM & 5:00PM)

Amount & Portions: \_\_\_\_\_ (1 cup, 1.5 cups, 2 cups per feeding)

Special Feeding Instructions: \_\_\_\_\_

**MEDICATION INFORMATION: (if any)**

Medication #1: \_\_\_\_\_ Route: \_\_\_\_\_ Frequency: \_\_\_\_\_ Dosage: \_\_\_\_\_

Medication #2: \_\_\_\_\_ Route: \_\_\_\_\_ Frequency: \_\_\_\_\_ Dosage: \_\_\_\_\_

Medication #3: \_\_\_\_\_ Route: \_\_\_\_\_ Frequency: \_\_\_\_\_ Dosage: \_\_\_\_\_

Medication #4: \_\_\_\_\_ Route: \_\_\_\_\_ Frequency: \_\_\_\_\_ Dosage: \_\_\_\_\_

Special Medication Administration Instructions: \_\_\_\_\_

**Additional Information:**

Has your dog been ill in the last 30 days? [ ] Yes [ ] No

Is your dog displaying any unusual symptoms such as decreased appetite, lethargic, itching, scratching, coughing, sneezing, vomiting, diarrhea and/or upset stomach? [ ] Yes [ ] No

Has your dog ever bitten, attacked or shown aggressive behavior towards people and/or dogs? [ ] Yes [ ] No

If yes, explain: \_\_\_\_\_

Has your dog ever shown aggressive behavior towards only men? [ ] Yes [ ] No

Has your dog ever been bitten and/or attacked by another dog, or ever been abused?

[ ] Yes [ ] No

If yes, explain:

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Please describe any behavioral problems, identify any dietary restrictions, medical conditions and/or other important information I should know and be aware of to provide your pet with the best possible care:

**Please mark [X] on all items that apply to your pet:**

Aggressive Behavior [ ] Separation Anxiety [ ] Resource Guarding [ ] Leash Pulling [ ]  
Excessive Barking [ ] Crate Trained [ ] Advanced Senior Issues [ ] Disability [ ]  
Post-Surgical Needs/Recovering From Surgery [ ] Not Neutered/Spayed [ ] Seizures [ ]  
Not Yet Housebroken & House-Trained/Potty Training [ ] Never Learned To Swim [ ]  
Diabetic [ ] Hearing/Sight Impairment [ ] Balance/Vertigo/Coordination Issues [ ]  
Heart Disease [ ] Special Needs [ ] Finicky & Picky Eater [ ] Coprophagic/Stool Eater [ ]

**AUTHORIZED PET DROP OFF/PICK UP:**

Maggie McSpadden will release your pet to the following person(s) only:

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**Please Note:** *Proof of identification is required at pick up/drop off for anyone other than the pet owner(s)*

**PET TAXI & TRANSPORTATION SERVICES:** (PICK UP & DROP OFF – Additional Service)

I, the pet owner, give Maggie McSpadden authorized permission to transport my pet to/from day care and/or boarding (pet taxi pet pick up and/or drop off). Maggie McSpadden has authorized permission to enter my home/apartment/condo/place of living, if I am not home and unable to personally assist in the pick up/drop off of my pet to/from day care and/or boarding. Pet Owner Initials: \_\_\_\_\_ [ ] Yes [ ] No [ ] ICE Only

## **MAGGIE MCSPADDEN DOG BOARDING & DAY CARE AGREEMENT & POLICIES:**

*Please carefully read, review, initial each section and execute with signature.*

1. \_\_\_ Maggie McSpadden reserves the right to immediately change your pet's type of boarding or day care if we believe it is necessary to protect the health and well-being of your pet, other pets, or family members, and Owner agrees to pay any additional costs associated with the change.
2. \_\_\_ Owner agrees to pay all costs and charges for special services requested and provide updated vaccination records from your vet before starting day care or boarding.
3. \_\_\_ Owner agrees that the pet shall not leave the location of 22 Herbert Avenue, Spotswood, NJ 0884 until all charges are paid in full to Maggie McSpadden.
4. \_\_\_ Owner agrees to be solely responsible and liable for any and all acts of behavior of Owner's pet(s) while it is in the care of Maggie McSpadden.
5. \_\_\_ Owner specifically represents that they are the lawful and valid owner of the pet, free and clear of all liens and encumbrances.
6. \_\_\_ Owner specifically represents that the pet has not been exposed to any illness, rabies or distemper within 30 days prior to boarding.
7. \_\_\_ Owner agrees that in the event the boarding charges are not paid when due in accordance with this agreement, Maggie McSpadden may exercise her lawful rights upon ten (10) days written notice by delivering such notice via first-class mail to Owner's Address. A pet that is unclaimed for ten (10) days beyond its scheduled discharge date is considered abandoned and will become the property of Maggie McSpadden. Every effort will be made to contact Owner if abandonment becomes an issue. If for any reason the pet is not going to be picked up on the scheduled dismissal date, Owner shall contact Maggie McSpadden to make arrangements to extend the animal's stay and will pay the additional charges based upon the aforesaid daily rate.
8. \_\_\_ If the pet becomes ill or if the state of the animal's health otherwise requires attention, Maggie McSpadden at her sole discretion, is authorized to engage the services of a veterinarian (South River Veterinary Clinic, Dr. Boulos, DVM, 135 Main Street, South River, NJ 08882) or arrange for other requisite attention to the animal up to and including \$\_\_\_\_\_.00. If a veterinarian determines that emergency treatment, which exceeds the authorized amount, is needed to save the animal's life or quality of life, and we cannot reach you or the Emergency Contact, we may authorize the veterinarian to perform the

emergency treatment. Owner agrees to be responsible for all veterinary costs provided to your animal.

Maggie's Doggie Day Care & Boarding is fully insured and covered by pet care service business insurance by Great American Alliance Insurance Company through PCI (petcareins.com). Policy Number: JN1206-PCI11367 Effective Date: January 17, 2017 Expiration Date: January 17, 2018 (General Liability, Animal Baliee, Vet Bill Reimbursement (\$500.00 Deductible), Lost Key Coverage) Proof of insurance is available upon request.

10. \_\_\_ Owner agrees to release, indemnify, and hold harmless Maggie McSpadden from any and all manner of damages, claims, loss, liabilities, costs or expenses, including reasonable attorney's fees and related costs, arising out of or related to Maggie McSpadden's services, except which may arise from the gross negligence or intentional and willful misconduct of Maggie McSpadden, including, without limitation, (i) any inaccuracy in any statement made by yourself or information provided by you to Maggie McSpadden (ii) your dog, including but not limited to destruction of property, dog bites, injury, illness and transmission of disease, and (iii) any action by yourself which is in breach of the terms and conditions of this agreement.

11. \_\_\_ Owner warrants and represents that Owner's pet(s) is not a "show dog" or "show cat" and does not participate in dog shows or cat shows. Owner further represents that Owner generates no revenue or income from the pet's performance. Owner does not intend, plan or anticipate that its pet will generate revenue or income in the future.

12. \_\_\_ This Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey. Each party consents to the exclusive personal jurisdiction of the state and federal courts of the State of New Jersey. Owner and Maggie McSpadden must negotiate and mediate in good faith prior to either party filing a cause of action.

13. \_\_\_ Force Majeure. Neither Owner nor Maggie McSpadden shall be responsible for failure or delay in performing its duties under this Agreement if such failure or delay is due to death, tornados, thunderstorms, fire, floods, drought, riot, war or other acts of nature.

14. \_\_\_ Words "you" and "your" refers to the Owner. Conversely, "we", "our" and "her" refers to Maggie McSpadden . Owner and Maggie McSpadden may collectively be referred to as "the parties", and singularly as a "party".

15. \_\_\_ I am aware of and have read the Maggie's Doggie Day Care & Boarding and Maggie McSpadden payment, cancellation and refund policies and agree to the payment terms and policies.

16. \_\_\_ Entire Agreement. This agreement and any addendums attached, constitutes the entire agreement between the parties. All terms and conditions of this agreement shall be binding on the heirs, agents and assigns of Owner and Maggie McSpadden. **THIS AGREEMENT IS BINDING AND WILL BE SET FORTH FOR ALL FUTURE PET CARE SERVICE RESERVATIONS, HERE ON AND AFTER. I AGREE TO THIS AGREEMENT AND POLICIES APPLYING FOR ALL FUTURE PET CARE SERVICE RESERVATIONS.**

**OWNER ACKNOWLEDGES AND AGREES TO THE ABOVE:**

Authorized Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: Pet Owner \_\_\_\_\_

Date: \_\_\_\_\_

**NOTARY PUBLIC:**

MAGGIE MCSPADDEN LICENSE NO. 00030599

MY COMMISSION EXPIRES: JANUARY 28, 2021

SWORN BEFORE ME ON THE \_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_

STATE OF NEW JERSEY )

) SS:

COUNTY OF MIDDLESEX COUNTY )

<b>PET CARE SERVICE RESERVATIONS AND FUTURE BOOKINGS WILL BE RECORDED BELOW:</b>		
(FOR OFFICE USE ONLY)		
SERVICE:	DATE(S):	TOTAL: \$
SERVICE:	DATE(S):	TOTAL: \$
SERVICE:	DATE(S):	TOTAL: \$
SERVICE:	DATE(S):	TOTAL: \$
SERVICE:	DATE(S):	TOTAL: \$

## **PAYMENT TERMS & POLICIES:**

### **PAYMENT METHODS ACCEPTED:**

Cash, Check, Credit/Debit Card, PayPal, Venmo, Chase QuickPay, Wells Fargo SurePay, Direct Deposit and Electronic Bank Transfers (Bank of America (BoA) & TD Bank Person-to-Person Transfers)

### **PAYMENT RECIEPTS & INVOICES:**

Payment receipts and invoices are available upon request. Client has the option to request a hard copy paper receipt for payment made to Maggie's Doggie Day Care & Boarding or to be e-mailed an invoice from Maggie's Doggie Day Care & Boarding through PayPal.

### **PAYMENT, CANCELLATION & REFUND POLICY:**

Payment in full for all pet care services is due prior to the start of service or at the time of booking. Payment in full for all pet care service reservations is due at the time of booking to confirm the pet care service reservation (if booking inquiry date is less than two weeks (14 days) from intended reservation start date) or payment in full for all pet care services is due a minimum of two weeks (14 days) prior to the start date of the reservation. Maggie's Doggie Day Care & Boarding offers dog boarding clients the option of paying a 25% deposit instead at the time of booking or two weeks (14 days) prior to the start date of the reservation, if client agrees to pay the remaining 75% payment balance in the form of cash (USD) at the time of service (at drop off) on the start date of the reservation. (However, Maggie's Doggie Day Care & Boarding has the right to decline this option to any client at their discretion and may decline this option if the payment balance is greater than \$310.00 for the reservation.) No pet care service reservation spot will be held by verbal confirmation without a deposit or payment made. No refunds will be awarded for deposits. Clients must give at least one week (7 days) notice for cancellation of any pet care service reservation and promptly inform Maggie's Doggie Day Care & Boarding of the cancellation of service to receive a refund of 100% of total payment. Cancellation of any pet care service reservation with less than one week notice (6 days-2 days) will only receive a refund of 50% of total payment. No refunds for same day cancellations and last minute cancellations of any pet care service reservation with less than 24 hours notice. No refunds for clients who do not give any form of cancellation notice and no refunds for no shows. Clients will still be billed and charged for pet care service for same day cancellations, last minute cancellations and no shows. If Maggie's Doggie Day Care & Boarding and a client have agreed on an alternative payment agreement, please disregard the above. If you have any questions or concerns regarding pet care service reservation payments, the cancellation policy or refund policy, please contact Maggie directly for assistance.



## **PET CARE SERVICES & RATES:**

DOG BOARDING – \$40.00/night per dog (7:00AM-7:00AM)

DAY CARE – \$30.00/day per dog (7:00AM-10:00PM)

PET TAXI – \$15/one-way per dog or \$30.00/round trip per dog (7:00AM-10:00PM)

### **EXAMPLE:**

Dog Boarding - 1 Dog - 3 Nights/4 Days

OPTION #1

Picking up at or by 7:00 AM on last day of the boarding reservation (Day #4) -

3 Days/Nights x \$40.00 (Daily Boarding Rate) = TOTAL \$120.00

OPTION #2

Picking up after 7:00 AM on last day of the boarding reservation (Day #4) -

3 Days/Nights x \$40.00 (Daily Boarding Rate) + 1 Day (Day #4) x \$30.00 (Daily Day Care Rate) = TOTAL \$150.00

## **PAYMENT INFORMATION & DETAILS:**

### **PAYPAL:**

maggiemcspadden@aol.com (NO FEE USING FAMILY & FRIENDS OPTION)

www.PayPal.me/MaggieMcSpadden (ADD \$4.00 FEE USING GOODS & SERVICES OPTION)

### **VENMO:**

@MaggieMcSpadden

maggiesdoggiedaycareandboarding@aol.com

### **ELECTRONIC BANK TRANSFERS, DIRECT DEPOSIT, CHASE QUICKPAY, WELLS FARGO SUREPAY, TD BANK & BANK OF AMERICA (BOA) PERSON-TO-PERSON TRANSFERS:**

Maggie McSpadden

maggie.mcspadden@aol.com

(732) 744-6043

### **CHECK PAYMENTS:**

Please make all check payments payable to: Maggie McSpadden

Check payments should be mailed out and received two weeks prior to start date of the pet care service reservation.

Check payments can also be hand delivered to my mailbox to avoid delay in confirming a pet care service reservation.

Please keep in mind that check payments must be physically received first in order to hold a pet care service reservation spot.

Delays in mailing may forfeit your pet care service reservation spot due to the "first come, first serve" rule, if another perspective client submits a quicker form of payment to confirm their pet care service reservation.

There is a \$50.00 fee for all returned checks, in addition to any bank fees,

### **CASH PAYMENTS:**

Please make sure all cash payments are in USD and are exact change.

Any amount greater than the payment amount will be assumed to be gratuity..

Maggie's Doggie Day Care & Boarding is a home based business and there is no cash register to make change.

### **DEBIT & CREDIT CARD PAYMENTS:**

- PAYPAL CARD READER

- SQUARE CARD READER

Debit and credit card information can be manually entered or can be swiped through the card reader during an in-person payment transaction.

**PLEASE NOTE: 2.7% FEE ADDED TO PAYMENT TOTAL**

## **VACCINATION RECORD INFORMATION & REQUIREMENTS:**

### **REQUIRED VACCINATION RECORDS:**

Please submit updated vaccination records of your dog(s) receiving all of the following:

1. DISTEMPER
2. BORDETELLA
3. RABIES

### **VACCINATION RECORD SUBMISSION:**

Please submit your updated vaccination records prior to the start date of your day care and/or boarding reservation or at the time of drop off on the start date of the reservation. If you require a meet-and-greet with my dogs, please submit your updated vaccination records prior to our scheduled meet-and-greet appointment date or you can physically bring a hard copy of the vaccination records with you to the meet-and-greet to submit.

Vaccination records can be submitted via the following methods:

- You can e-mail a copy of the updated vaccination records to [maggiesdoggiedaycareandboarding@aol.com](mailto:maggiesdoggiedaycareandboarding@aol.com)
- You can send a clear and visible picture of the updated vaccination records via text message to (732) 744-6043
- You can physically bring a hard copy of the updated vaccination records with you at drop off on the start date of the reservation or to the scheduled meet-and-greet appointment date

### **FAILURE TO SUBMIT VACCINATION RECORDS:**

Failure to submit vaccination records prior to the reservation start date or at drop off, will prohibit your pet from interacting, socializing and playing with my dogs and/or other guest pups in my care, if any. Your dog(s) will be kept separated and isolated from my dogs and any others in my care throughout the entire stay. They will not be permitted to use the backyard to relieve themselves or be able to participate in group outdoor play time sessions. Instead they will be walked on leash to relieve themselves. Please be aware and mindful of this. Failure to submit vaccination records prior to the meet-and-greet appointment date or at the time of meeting, will prohibit your pet from meeting my dogs during the meet-and-greet. This part of the meet-and-greet will be omitted.

### **PUPPIES AND DOGS UNDER 1 YEAR OF AGE:**

Regarding vaccination requirements for puppies under the age of one year, at the time of service, your puppy must be up to date on only the vaccinations for the puppy's age as per your vet's recommendations. Please consult with your vet prior and obtain all necessary documentation.

### **FLEA AND TICK PREVENTATIVE TREATMENTS:**

Maggie's Doggie Day Care & Boarding requests that all pet owners apply and all clients receive flea and tick preventive treatment applications prior to arrival to prevent clients from contracting fleas, ticks, mites, etc. during outdoor play time sessions. It is the pet owner's responsibility to make sure his or her pet is properly protected from fleas and ticks. Maggie's Doggie Day Care & Boarding is not responsible and cannot be held liable for the contraction of fleas and/or ticks. However, every precaution is taken to avoid contraction.

### **WHY VACCINATE YOUR DOG?**

These vaccinations can help to protect your pup from the following diseases:

1. DISTEMPER: (DHPP, DA2PP, DA2PP-C OR DA2PP-L)

- D = Canine Distemper Virus
- H = Hepatitis (Adenovirus-1 & Adenovirus-2)
- A2 = Adenovirus-2
- P = Parvovirus
- P = Parainfluenza
- C = Coronavirus
- L = Leptospirosis

2. BORDETELLA:

- Bordetella Bronchiseptica (AKA Kennel Cough)

3. RABIES:

- Rabies

### **WHAT TO PACK & BRING FOR YOUR PET'S BOARDING STAY:**

Please bring all needed essential dog supplies with you for the boarding stay at drop off on the reservation start date. Example: food for the entire stay (individually bagged meals or dog food container with cup/scoop) plus one extra day for travel delay and/or spillage (WHY DO YOU BRING YOUR OWN FOOD FROM HOME? Changing your pet's dog food suddenly and a new diet in a new environment can cause your pet to have an upset stomach and/or diarrhea), collar with dog tags, leash, harness, dog food and water bowls (if your pet is picky about what he/she eats and drinks out of), freshly washed dog bed and/or blanket, dog treats, a favorite dog toy from home, an article of clothing with the owner's scent (a lightly worn t-shirt is a great choice), any comforts from home and lastly, any medications/supplements needed, etc. Anything you feel is necessary and will help to make your pet's stay as stress-free and comfortable as possible! Regarding dog toys, tennis balls, equivalents or smaller are not permitted. They are a choking hazard to larger size breeds of dogs. Please refrain from packing and avoid bringing these items, thank you kindly.

### **THANK YOU FOR CHOOSING MAGGIE'S DOGGIE DAY CARE & BOARDING!**

If you have any questions or concerns, regarding the Maggie's Doggie Day Care & Boarding agreement, please contact Maggie directly for assistance.