



## ADOPTION POLICY & PROCEDURES

### POLICY

#### PURPOSE:

The Lac La Biche Regional Humane Society, hereinafter referred to as the LLBRHS, endeavors to ensure that all healthy animals are placed in loving, caring, stable & lifelong homes suited to both animal & human alike.

#### POLICY:

As animals do not have the ability to choose their owners, we must act in their best interests. The LLBRHS assists adopters with the selection of a companion animal suitable to their lifestyle. All potential adopters must complete a formal application form which provides the LLBRHS an opportunity to educate potential adopters on responsible pet ownership and ask questions for clarification. All adopters must sign the Animal Adoption Contract & abide by the conditions therein. The LLBRHS reserves the right to refuse an adoption.

### PROCEDURES

#### A. TO MEET AN ANIMAL IN FOSTER CARE:

All interested adopters must complete our Adoption Application Form prior to arranging a meeting. *Facilitating a meeting for every interested person in a foster home, or requesting our volunteer fosterers to transport a rescue to the shelter for a meeting, is only reasonable when an potential adopter is pre-approved.*

#### B. GENERAL ADOPTION CRITERIA:

1. All healthy dogs and cats that are underage or unsterilized at the time of adoption will be sterilized within 7 days of adoption if already of age, or when it reaches 5-6 months of age, as a condition of adoption agreement.
2. We will not adopt an animal to anyone:
  - under 18 years of age;
  - exhibiting signs of intoxication (alcohol or other substance);
  - with unstable animals (food/toy/space guarding, human or animal aggression, etc.);
  - in a home exceeding Lac La Biche County's allowed dog or cat limit;
  - with a documented history of neglect or abuse of animals; must not exhibit intolerance of or aggressiveness toward the animal or express unreasonable expectations of the animal.
3. Animals will not be placed in homes with intact pets of the same species: *The LLBRHS recognizes that, in addition to compounding the unwanted & neglected animals in the Region, failing to spay or neuter poses significant health risks to them, such as testicular cancer in males and pyometra in females.* With that being said, there are two exceptions to this restriction:
  - I. The intact animal is part of a registered breeding program and/or is an active show animal; applicant must be able to provide CKC/AKC (dogs) or TICA/CFA (cats) registration and may be requested to provide references from a REPUTABLE breeder, show judge, breed club, etc.

- II. The intact animal is unable to be sterilized due to medical concerns. Applicant may be requested to provide a letter written and signed by his/her veterinarian stating reasons that animal cannot safely be spayed/neutered.
4. Littermate Syndrome: Puppies from the same litter, of the same age, or are within 6 months of the same age, will not be adopted together in order to prevent the occurrence of littermate syndrome.
5. Potential adopters must be able to provide proof of current address via a valid Driver's License or photo identification.
6. Cats & dogs will not be subjected to unnecessary cosmetic surgery including, but not limited to, de-clawing, tail-docking, ear-cropping.
7. LLBRHS does not adopt rabbits to homes where the rabbit will be kept solely outdoors without adequate shelter provisions.
8. Responsible pet ownership includes proper adult supervision of children when with animals. LLBRHS may discourage or refuse the adoption of certain animals to families with young children if adult supervision and mentoring appears not to be a priority.
9. Large breed dogs may require "house checks" to ensure adequate yard space, fencing, etc.
10. If the potential home is an apartment or condo, a copy of the lease, rental or condo policies/agreement to show that pets are permitted will be required.
11. The LLBRHS generally does not transport animals for viewing or adoption.
12. The LLBRHS generally does not deliver animals nor will we meet in alternate locations. We do not generally participate in out of province adoptions.
13. All adult household members, related or unrelated, must be informed and must consent to the adoption of a companion animal from the LLBRHS.
14. LLBRHS does not provide refunds for adopted animals that are returned. *LLBRHS places animals in good faith, with adopters understanding that we cannot guarantee fit, health or temperament, therefore any refund requests for a completed adoption will not be considered.*
15. Adopters must adhere to local municipal bylaws pertaining to the control of dogs & cats.
16. Final approval of an adoption is at the sole discretion of the LLBRHS: Applications will be accepted until a suitable adopter is found, with each being reviewed by the LLBRHS to determine most suitable fit.

#### **LLBRHS BARN CAT PROGRAM:**

The LLBRHS recognizes that not all cats are suitable for a home environment and will, under special circumstances, adopt cats to individuals wishing to provide these special cats with an opportunity to live in a rural, farm or shop type setting:

##### **Barn Cat Adopter Requirements:**

- I. Cats adopted to live in a rural, barn or shop type setting must have access to food, shelter, water, regular vet care, love and attention.
- II. Barns or warehouses must be heated or well insulated and these cats must not be expected to fend for themselves. We recommend that 2 cats be adopted together so they have a companion in the outdoor environment.
- III. The adopter will be the registered owner and must take full responsibility for the cat(s). If the adopter leaves the place where the cat(s) is living, he/she must make arrangements for the cat(s). Suitable arrangements include taking the cat with him/her or finding another caregiver to accept responsibility for the ongoing care and welfare of the cat(s) and transfer of ownership.
- IV. In the case of a business, LLBRHS will ensure the landlord of the premises as well as the manager of the business agrees of the plan to have cat(s) on the premise.
- V. Barn cat(s) will be spayed or neutered, vaccinated & de-wormed prior to leaving the LLBRHS.

### **PATIENT PAWS PROGRAM:**

The LLBRHS recognizes that, whether it's due to looks, size, age or personality, some pets remain in the shelter/foster program longer than others. For animals available under the Patient Paws Program, an approved adopter has the option of choosing the adoption fee by way of minimum donation. Patient Paws animals will be identified on the website via an "I am a Patient Paws dog/cat" at the end of their bio. At the shelter, you will find a yellow heart paw on their kennel.

### **C. ADOPTION PROCESS:**

1. A fully completed Adoption Application form submitted to the LLBRHS via email, online, or in person;
2. Feedback given, clarification requested and/or requirements advised;
3. Confirmation of approval provided;
4. A meeting of the pet in the shelter by ALL family members (when possible);
5. A home visit may be completed with ALL family members present (optional);
6. Feedback given and/or requirements advised;
7. Short term (2-3 days) trial sleepovers will be considered on request only on approved adult dog & cat adoptions at the discretion of the Board, on the condition that the adoption fee is paid via cash which can be returned should the trial be unsuccessful. They will not be considered for puppies or kittens (i.e. under 1 year of age);
8. Dog adoption approval criteria will be based on best fit. In the event of multiple applications, we will accept applications for twenty-four hours prior to deciding the best fit for the animal. Applications shall be reviewed by the Shelter Coordinator and forwarded to the Board for review with her recommendation when complete (i.e. landlord permission if required, and/or clarification/explanations regarding any intact animals in the potential home). Only generic applications will be considered for pre-approval (e.g. someone wanting to be pre-approved to adopt a dog or cat, but wanting to wait for the right one). Applications will not be accepted prior to an animal being surrendered into our care (e.g. an animal being held for LLBC);
9. Upon approval, the adoption fee is remitted and the animal goes home with his/her new family.

### **D. ADOPTION FEES:**

Adoption Fees shall be applied as per the Fee Schedule attached to and forming part of the Policy as Appendix A and shall be subject to change as determined from time to time by the LLBRHS Board of Directors.

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MJ Siebold, Chairperson

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Staci Latimer, Secretary

Revised January 22, 2020

## APPENDIX A

### Adoption Fee Schedule (2020-08)

CATS		DOGS	
<b>Kittens Under 6 months:</b>		<b>Puppies/ Juvenile Dogs (under 1 year)</b>	
\$150		\$300	
<b>Juveniles (7 mos - 2 yrs):</b>	<b>3 Yrs &amp; Older:</b>	<b>Dogs 1 - 5 yrs:</b>	<b>Senior Dogs (over 6 years):</b>
\$100	\$75	\$200	\$100
<b>Bonded Pair</b> (2 animals requiring adoption into the same home) : Adopt one at the full adoption fee, get 50% off the 2nd adoption fee			
<b>Cat adoption fees include:</b>		<b>Dog adoption fees include:</b>	
<input checked="" type="checkbox"/> Up to date deworming treatment		<input checked="" type="checkbox"/> Up to date deworming treatment	
<input checked="" type="checkbox"/> Up to date vaccinations		<input checked="" type="checkbox"/> Up to date vaccinations	
<input checked="" type="checkbox"/> Spay or Neuter (@ 1 of our partner clinics) <b>OR:</b>		<input checked="" type="checkbox"/> Spay or Neuter (@ 1 of our partner clinics) <b>OR:</b>	
<input checked="" type="checkbox"/> \$75 rebate upon proof of spay/neuter elsewhere		<input checked="" type="checkbox"/> \$75 rebate upon proof of spay/neuter elsewhere (\$150 out of province)	
<input checked="" type="checkbox"/> Microchip (incl 30 day pet health insurance trial)		<input checked="" type="checkbox"/> \$100 rebate upon proof of spay/neuter in <b>Ft McMurray</b>	
<input checked="" type="checkbox"/> Information on how to care for your adopted pet		<input checked="" type="checkbox"/> Microchip (incl 30 day pet health insurance trial)	
		<input checked="" type="checkbox"/> Information on how to care for your adopted pet	
<b>Value Received: minimum \$300</b>		<b>Value Received: minimum \$400</b>	
<b>PATIENT PAWS</b> pets may be available for Adoption by Donation ( <b>minimum \$25</b> ): <i>Patient Paws animals have spent a longer-than-average time in Foster Care &amp; are excited to find the perfect family!</i>			
<b>BARN BUDDIES</b> cats may be available for Adoption by Donation ( <b>minimum \$25</b> ): <i>Barn Buddies are cats deemed not suitable for a home environment (ferals, semi-ferals, poor litter habits)</i>			
Small Rodents:		Exotics:	
Gerbils, Hamsters, Mice – \$8		<b>Reptiles:</b>	
Guinea Pigs – \$20		Small snakes (milk, corn) - \$50	
Sugar Gliders - \$80		Boas (all ages) – \$50	
Hedgehogs, Chinchillas – \$45		Iguana – \$45	
Rabbits - \$35		Bearded Dragon – \$65	
Ferrets - \$125		Veiled Chameleon – \$75	
Horses:		Birds:	
Full size - \$500		Budgies, Finches, Canaries – \$20 (Hand tame \$30)	
Mini - \$250		Doves, Pigeons – \$15	
Other Species:		Cockatiels – \$35 (Hand tame \$50)	
Prices will vary & are at the discretion of the LLBRHS		Love birds \$35 (Hand tame \$50)	
		Parrots, other breeds of birds – prices vary	
<b>Note:</b> Adoption fee may also include surgery or treatment done prior to adoption to ensure the animal's good health			