



## *Run Around Pet Services Policy*

### ❖ Walking

- We walk dogs in small groups. Max five at once.
- Each route has a regular walker and a backup.
- To begin walking your dog, Run Around Pets needs the following before or at our in-person meeting:
  - TWO copies of your keys (or one copy in a lockbox near your apt).
  - Completed Client Packet (printed or emailed).

### ❖ Hours

- Monday – Friday: 11am-5pm
- We will fit your pup's walks into one of our time slots.
- The earliest time slot is 11am-2pm and the latest is 3-5pm.

### ❖ Scheduling

- E-MAIL your scheduling requests.
- If you do not have a set weekly schedule, email us over the weekend for the following week.
- To add or change a walk email us by 8pm the night before, we try to accommodate as best we can however, we cannot guarantee requests after this time. If it is the same day text Jenny to cancel or request (718) 541-3906.
- To cancel a walk, please email by 8pm the night before, otherwise a cancellation fee of \$15 will be added.
- During the holidays we email notifying you of closures and/or limited availability. Do not reply to the mass email! Read the email carefully and send your schedule and other details directly to [runaroundpets@gmail.com](mailto:runaroundpets@gmail.com). Check holiday rates on the price list.



❖ **NO walks during the following holidays:**

- January 1st, New Years Day
- May 30th, Memorial Day
- June 20<sup>th</sup>, Juneteenth
- July 4th, Independence Day
- September 5th, Labor Day
- October 10th, Native People's Day
- November 11<sup>th</sup> Veteran's Day
- November 23<sup>rd</sup>-27th Thanksgiving Break
- December 22nd-January 1<sup>st</sup> Winter Break

❖ **Boarding**

- We only board for clients who use our walking services. If interested please inquire.
- Jenny boards dogs from her apartment in Lefferts Gardens. Your dog needs to get along with other dogs, (she has a friendly 40lb female Shepard mix), and **MUST** be house trained. Boarding includes meals, medicine, and three walks/day.
- We also provide in-home boarding, from your home.
- You provide food. **DO NOT** pack bedding, bowls, treats, toys or anything besides collar, harness, leash, & carrying case-which we will not be held responsible for returning.
- On the last boarding day, if you have your dog dropped off or picked up by noon there will be no extra charge. If its between noon and 5pm you will be charged for an additional half day. After 5pm you will be charged another full day.



## Run Around Pet Services Release & Pet Profile

Pet's Name(s) \_\_\_\_\_

Your Name \_\_\_\_\_

Partner's Name \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

Cell Phone\Partner's Cell \_\_\_\_\_

### Emergency Policy

In case of an emergency during odd hours we will take your pet to Blue Pearl, 32 4<sup>th</sup> Ave, (718) 596-0099-which is open 24 hours and during regular hours to Prospect Heights Animal Hospital on either 277 Flatbush Avenue (718) 789-3647 or 753 Franklin Ave (718) 622-0052.

Preferred Veterinarian & Clinic \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

### Emergency Contacts

Please circle yes or no if they have a copy of your house key. They should be able to make a decision about the care of your pets or home if we cannot reach you in case of an emergency.

Name \_\_\_\_\_ Relation \_\_\_\_\_ Phone \_\_\_\_\_ Key Y/N

Name \_\_\_\_\_ Relation \_\_\_\_\_ Phone \_\_\_\_\_ Key Y/N

### Home Security

If you want your keys returned after service is terminated, please indicate your preferred method:

- 1) Deliver in person (\$15)      2) Registered mail (\$10)

Locking Information: deadbolt / door handle \_\_\_\_\_

Alarm/door code info \_\_\_\_\_

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X \_\_\_\_\_  
Please Initial



## ***Pet Profile***

Name \_\_\_\_\_

Breed \_\_\_\_\_

Age/DOB \_\_\_\_\_

Male / Female                      Spayed / Neutered: Y / N                      Micro-chipped: Y / N

Color(s) \_\_\_\_\_

Food allergies/restricted foods \_\_\_\_\_

Major medical conditions (past or present) \_\_\_\_\_

Medications (name, dosage, frequency) \_\_\_\_\_

Is your pet house/ litter trained? \_\_\_\_\_

Has your pet ever shown signs of aggression towards a person or other animals/dogs?  
\_\_\_\_\_

Toy or food aggressive? \_\_\_\_\_

Has your pet ever bitten (broken skin) of another animal or person? \_\_\_\_\_

Any limited or impaired sensory functions (deaf/blind) \_\_\_\_\_

Any behavioral concerns or issues (guarding behaviors, storm phobias, noise phobias, separation anxiety) etc? \_\_\_\_\_  
\_\_\_\_\_

Have you had a pet sitter or dog walker in the past? \_\_\_\_\_

Have you ever left your pet in the care of others for extended periods of time?  
\_\_\_\_\_

**Please tell us where you will keep the following items and any applicable instructions:**

Leash/Collar/Harness? \_\_\_\_\_

Towel? \_\_\_\_\_

Return to crate/enclosed area? \_\_\_\_\_

Food? \_\_\_\_\_

Other Instructions? \_\_\_\_\_

## ***Terms and Conditions***

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X \_\_\_\_\_  
Please Initial



- 1) The term of this contract (generally) shall be for (circle) daily walks (Monday-Friday) or weekly walks Days- M, T, W, TH, F, or will email for weekly/weekend requests.
- 2) Time Frame (circle) 11am-2:00pm, 12:00-3:30pm, 3-5pm, 5-7pm.
- 3) Walks must be scheduled via e-mail 24 hours in advance to guarantee service.
- 4) Your dog will have a regular walker and a backup walker, however, for coverage purposes we can schedule any member of our team to cover your area without prior notice.
- 5) Fees are outlined on our price list.
- 6) For walking: Cash App/Square Cash payment is required on a weekly basis (due by Friday at 10pm the same week) and must include any additional fees or charges. Square Cash, and cash are accepted at this time. Discounts (half hour walks Mon-Fri \$10 off, hour long walks & two dogs half hour Mon-Fri \$15 off) are cash only. Cash payments are due every week, or bi weekly on Fridays whichever your preference.
- 7) For boarding and cat sitting, payment is due upfront. For weekend walks it is due the previous Friday.
- 8) Client authorizes this signed contract to be valid approval for future services of any purpose provided by this contract permitting Run Around Pets Dog Walker to accept e-mail reservations for service and enter premises without any additional signed contracts.
- 9) Run Around Pets is also authorized to seek any medical care if deemed necessary with release from all liabilities related to transportation, treatment, expenses, and is authorized to approve medical and/or emergency treatment (excluding euthanasia) as recommended by a veterinarian. Client agrees to reimburse Run Around Pet Services for any expenses incurred attending to this need.
- 10) The client is responsible for any costs/payments due to bites. If a bite occurs, Run Around Pets is responsible for reporting it to authorities.
- 11) In the event of personal emergencies or illnesses, Run Around Pets will notify client as promptly as possible and fees for missed walks will be credited.
- 12) You are responsible for having your dog vaccinated for rabies before beginning group walks. We also encourage parvo, distemper, bordatella, hepatitis and kennel cough vaccinations and flea & tick prevention medication.
- 13) Run Around Pets reserves the right to terminate this contract at any time before or during this term.
- 14) If pet injuries incur over \$500, and pertain to appropriate circumstances, Run Around Pets can file a claim with our insurance, Pet Sitters Associates LLC, which can cover \$500-\$25,000 in damages/ bills. You can view the policy online at [www.petsitllc.com/pet\\_business\\_insurance.phtml](http://www.petsitllc.com/pet_business_insurance.phtml)

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X \_\_\_\_\_  
Please Initial



### ***Cancellation Policy***

To avoid a fee, you must cancel via email by 7pm the night before. Cancellations after 7pm will be charged \$15.

If you cancel boarding or cat sitting without a 24 hour notice there will be a one-day fee (\$60 for boarding and \$25 for cat sitting).

If client wishes a total cancellation of all walking dates and services with Run Around Pets, communication must be done via e-mail.

Payment received after 10pm on Fridays will incur a \$5 late fee.

### ***Inclement Weather Policy***

In the best interest of both your dog and Run Around Pets, 1-hour walks will not be occurring during extreme weather. In the event of inclement weather, the dog's walk will be shortened to the walker's best judgment.

### ***Dog Requirements***

- have a safe and strong leash-no retractable leashes accepted.
- have a tightened collar (tight enough so they absolutely cannot slip out) and we encourage ID tags and microchipping.
- friendly with unfamiliar people.
- If your dog bites or threatens to bite a person or dog we will request a muzzle to be purchased and for the dog to wear it during walks for a temporary or permanent period of time.

### ***House Keys***

Two copies of your house key are required, or one in a lockbox in front of your home.

### ***Off-Leash***

For liability reasons, dogs will never be let off leash for any reason, except for any medical emergency without permission. We will not be held liable for any incident that occurs off leash. Do we have your written consent to let your dog off leash?  
YES NO

Your dog will NEVER be left unattended outside during walks. We leave dogs in the apartment hallway when traveling with a group.

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X \_\_\_\_\_  
Please Initial



## ***Release of Liability***

I do hereby waive and release Run Around Pets from all claims for liability, injury, loss or damage in any way connected with dog walking and forever discharge the indemnities from any and all claims that may accrue as the result of my dog except those arising from negligence or willful misconduct on the part of a Run Around Pets Dog Walker. Run Around Pet Services agrees to provide all services in a kind, humane, reliable and trustworthy manner. I, the Client, agree to notify Run Around Pets of any concerns within 24 hours of their return. In case of an emergency, inclement weather or a natural disaster, I authorize Run Around Pets to use their reasonable judgment for the care and well being of my pet(s) and/or home.

I understand that Run Around Pets can terminate this contract if my pet becomes a threat to the safety or health of Run Around Pets or the community due to aggressive behavior. Run Around Pets will contact me if my pet(s) display aggressive behaviors or tendencies. I acknowledge I am responsible for medical expenses and damages resulting from an injury to Run Around Pets or other person or animal caused by my pet(s).

If an incident occurs which requires medical attention, I understand that Run Around Pets can file a claim with their insurance company, Pet Sitters Associates, LLC. Upon approval, Run Around Pets can cover medical bills that exceed \$500 and are less than \$25,000. I, the client, agree to pay the initial \$500.

I attest that all of the above information is true to the best of my knowledge. If anything changes from what I listed, I will inform Run Around Pets before the next service is scheduled.

I understand that Run Around Pets reserves the right to refuse service to any client, at any time, for any reason.

This signed document gives Run Around Pets authorization to enter the above listed address as needed to perform the necessary service. I authorize this contract to be valid approval for services so as to permit Run Around Pets to accept all future email reservations and enter my home without additional signed contracts or written authorizations.

\_\_\_\_\_  
Sign name

\_\_\_\_\_  
Date

*Please make a copy of this contract for your records  
Run Around Pets will obtain and review this original at the pre-service visit.*

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X \_\_\_\_\_  
Please Initial



## Price List

Prices valid from Jan 1, 2022

<b>Service Type</b>	<b>Description</b>	<b>Price</b>
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### Half Hour Walks

One Dog	Half Hour	\$20/ea
One Dog	Mon-Fri save \$10 (cash only)	\$90 (\$18/ea)
Two Dogs	Half Hour	\$30/ea
Two Dogs	Mon-Fri save \$15 (cash only)	\$135 (\$27/ea)

### Hour Long Walks

One Dog	Hour Long	\$30/ea
One Dog	Mon-Fri save \$15 (cash only)	\$135 (\$27/ea)
Two Dogs	Hour Long	\$40/ea
Two Dogs	Mon-Fri save \$15 (cash only)	\$185 (\$37/ea)

### Puppy Visit

One Dog	Half Hour	\$30/ea
Two Dogs	Half Hour	\$35/ea

### Weekend Walks (per request)

One Dog	Half Hour	\$30/ea
Two Dogs	Half Hour	\$40/ea

### Holiday Walks

One Dog	Half Hour	\$35.00
Two Dogs	Half Hour	\$45.00

**Run Around Pets: Jenny Maurer (718) 541-3906,  
E-Mail: [runaroundpets@gmail.com](mailto:runaroundpets@gmail.com), Web Site: [www.runaroundpets.com](http://www.runaroundpets.com)**





### Boarding

One Dog	Overnight (Pick Up btw 11am-2pm, Drop Off btw 11am-2pm next day)	\$60.00
One Dog	Daytime (Pick Up btw 11am-2pm, Drop Off btw 5-7pm)	\$50.00
One Dog	Holiday Overnight	\$65.00
Two Dogs	Overnight	\$65.00
Two Dogs	Daytime	\$55.00
Two Dogs	Holiday Overnight	\$75.00

### Boarding pick up/drop off

One way	add \$5 for extra dog	\$30.00
Round-trip	add \$5 for extra dog	\$50.00

### In-Home Boarding

One Dog	Overnight board add \$10 for extra pet	\$75.00
One Dog	Daytime board add \$10 for extra pet	\$65.00

### Cat Sitting

One Cat Half Hour	Weekday add \$5 for extra cat(s)	\$25.00
One Cat Half Hour	Weekend	\$30.00
One Cat Half Hour	Holiday	\$35.00