**OWNER SURRENDER AGREEMENT**

**ADOPTION SITE VISIBILITY**

**Overview**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ am requesting that CARE Pet Resource Center immediately place my pet/s \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on the website at [www.carejeffcounty.com](http://www.carejeffcounty.com) for potential placement with a new forever family. I understand that I am responsible for the following:

1. Providing a 4-8 sentence description of my pet or pet/s prior to their advertisement. This resource is utilized along with the Pet Profile to provide information to potential adopters to determine if a pet will be a good fit for their family.
2. Disclosing all behavioral problems that I have noticed in my pet prior to requesting this advertisement to a member of the Pet Resource Center in the appropriate section on this document. I understand that nondisclosure that results in injury to a new family is solely my responsibility.
3. Consenting  to allow my pet to be completely vaccinated and receive all intake protocols at CARE and this must be completed prior to my pet becoming visible on the website.
4. Responding to CARE within 24 hours after contact, being advised that an adopter is available.
5. Providing a photograph of my pet to CARE upon request to be included on the pet profile on the website, understanding that a visible representation increases opportunities for adoption.
6. Continuing external re-homing efforts until such time I am contacted by CARE.
7. Calling CARE 865-471-5696, upon externally re-homing my pet to notify the center I am no longer in need of assistance. Failure to notify will result in responsibility to pay 50% of the normal surrender fee ($17.50) even though intake did not occur. This fee is to compensate for the continued efforts on behalf of my pet for placement attempts, as well as medical aid in preparing my pet for custody transfer. If I notify staff appropriately my pet/s have been re-homed externally, which is always preferable, I will not be responsible for any fees.
8. Gathering and submitting all previous veterinary information that I possess for the pet that is leaving my custody for new permanent placement at the time of formal surrender.
9. Surrendering my pet to CARE when a new pet parent is found at the time and on the date scheduled by the CARE to transfer your best friend to a new forever family. .
10. Paying the surrender fee at the time of the surrender appointment ($35,00), unless I am able to provide proof of low income and inability to immediately pay, which may result in deferred fees for 30 days or in rare circumstances, waived fees.

I formally request aid with Companion Animal Rescue and Education, and would like to have my pet/s listed as available for family to family adoption on www.carejeffcounty.com. I understand that no information will be provided to me regarding the new permanent placement of my pet/s. Furthermore, I understand that as a surrendered pet, this is a service provided by the shelter for the welfare of my pet/s and will not be compensated in any way when my pet/s is/are re-homed. In the event a suitable adopter for my pet/s is not found, I will remain on the waiting list until such time an appointment can be set for formal intake.

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Signature

Date: MM/DD/YY