



## New Client Form - BOARDING

It is important that ALL questions on this form are answered in full. Please do not piecemeal information.

Your Name:	Partner/Spouse Name:		
Street:			
City:		Zip:	
Cell Phone:		Alt Phone #:	
Email:		Alt Email:	
Your Vet:		Vet's Phone:	

Text Opt Out: KCS uses text messages to remind clients about reservations and other communications. Check this box if you DO NOT want us to use text based communications.

Please provide 2 contacts that can decide what to spend, what to do in the event of an emergency if you cannot be reached. Please list someone who does not travel with you & who is willing to make decisions for you. In the event that something happened to YOU, this is also who we will call to re-home your cat:

Name	#'s:
Relationship	
Name	#'s:
Relationship	

Besides those above, is anyone allowed to visit or pick up your cat (both by appt only please)?

Name & Relationship:					#'s:		
	Kitty Name	Breed	Color	Age	Sex	Fixed?	
Kitty 1:					M F	Yes	No
Kitty 2:					M F	Yes	No
Kitty 3:					M F	Yes	No
Kitty 4:					M F	Yes	No

Special Loves? (belly rubs, chasing a ball, etc – please use cat's name if more than one)

	Does Kitty Bite?	Vomit ?	Go Outside ?	Date of last Flea treatment	Where has kitty boarded previously?	How did kitty do while boarding?
Kitty 1:	Y	Y	Y			
Kitty 2:	Y	Y	Y			
Kitty 3:	Y	Y	Y			
Kitty 4:	Y	Y	Y			

**KCS requires all cats to arrive & leave in a proper carrier (cardboard OK).**

Do you have carriers?	Yes	No
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**Feeding** – You provide the food. We provide slide proof bowls and feed 2x's daily. Additional feedings are \$2 per. If all cats have the same feeding plans, Just use 1st row. Please be brief, yet specific.

*Example: AM - feed 1/3 can Fancy Feast per cat, 3 treats per cat and keep dry full all the time.*

Kitty 1:  
Kitty 2:  
AM: Kitty 3:  
Kitty 4:

Kitty 1:  
Kitty 2:  
PM: Kitty 3:  
Kitty 4:

Changes in environment can lead some kitties not to eat. In the event of a non-eating kitty, we will use baby food or human grade meat to entice them. Price per jar/can is \$3. You may bring your own to avoid the fee (Gerber's chicken or turkey only).

Does kitty have food allergies or is there a concern?	Yes	No
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**Medical Conditions** – Please alert KCS at time of booking so we may discuss well in advance. Please also mention anything odd but normal (ie: "has a bump on left leg, had it his whole life, no cause for concern").

**Medications** – KCS can administer medications to willing cats only. We charge \$2 per basic pill or cream. Please call for price on sub Q fluids, insulin & other special requests. Describe medications in detail below:

**How did you hear of us?**

Call (415) 389-MEOW • FAX 415-946-3356 • 369 Miller Ave, Mill Valley CA 94941 • Meow@KittyCharmSchool.com

## Agreements & Release of Liability for Kitty Loft LLC, doing business as Kitty Charm School (KCS)

Owner agrees that the 50% deposit to block your private room upon each booking. Refunds require a full 7 days notice, and in that event, a \$50 cancellation fee will be retained. Less than 7 days notice, you will lose your deposit. We cannot apply it to a future stay.

Owner agrees that their pet(s) will be in good health, and will not have had any communicable illness of any kind for 30 days prior to each stay. Owner will alert KCS as to all medical conditions and injuries upon each arrival.

Owner agrees that their cat will arrive flea-free, in a secure carrier, with front nail tips trimmed. Pet(s) will be current on FVRCP vaccine, and if allowed outside, pet/s will also be current on Rabies (unless a vaccine exemption from licensed veterinarian has been provided to KCS). Vaccines cannot prevent all communicable diseases, and owner understands and agrees that KCS is a shared-air environment.

Owner deems the KCS accommodations safe. Owner may ask KCS to remove shelves to limit their pet from a potential fall. Owner is aware that pets are not monitored overnight.

Owner understands that KCS are not veterinarians, do not have backgrounds in animal medicine and are not expected to diagnose or detect illnesses in any of the pets staying at KCS. In the event of a concern, Owner agrees that KCS is approved to obtain both non-emergency and emergency treatment and medication for their pet(s) in their absence. KCS may also administer nonprescription medications if needed (ie: flea pill or flea topical, hairball medications, etc). Owner will be responsible for payment as well as any associated costs, such as transportation fees. Owner's credit card(s) may be used to cover all costs.

Owner has read the KCS Boarding Policies, and agrees to all Policies including but not limited to Non Refundable Deposits, Cancellation Fees, Extras & Abandoned Pet Policies. Owner agrees that their cat can be refused, and their deposit forfeited, if they do not follow the Policies and rules above.

**I VOLUNTARILY ASSUME ALL RISKS OF ILLNESS, DISEASE OR HARM THAT MAY BEFALL MY PET BY ALLOWING THEM TO STAY AT KCS. I APPROVE USE OF MY CREDIT CARD/S ON FILE FOR MY 50% NON REFUNDABLE DEPOSITS, AS WELL AS THE BALANCES DUE, INCLUDING ANY/ALL EXPENSES ASSOCIATED WITH MY PET'S STAY AND CARE, INCLUDING VET CARE AND EXTRAS, BOTH NOW AND IN THE FUTURE, AS PER KCS' POLICIES AT THE TIME OF EACH BOOKING I MAKE.**

\_\_\_\_\_  
Please write: "I AGREE WITH RULES & FEES"

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner Signature for Release and Use of Credit Card

\_\_\_\_\_  
Owner Name

*if you do not have a printer, please type your name in agreement above*

**YOUR CREDIT CARD IS REQUIRED**

**A 50% non-refundable deposit will be run at time of each booking.** Rooms are not held until credit card information is submitted. If you prefer, you may call your credit card details in, but you must sign above.

**Select one:**

Visa

Master Card

(Debit Cards OK)

**Card Number:**

**Card Expiration:**

**3 Digit Code:**

*Return Options: Fax 415-946-3356, email document or photos of document to [meow@kittycharmschool.com](mailto:meow@kittycharmschool.com), or drop in the front door mail slot of KCS.*

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