

NEW ZEALAND CHIHUAHUA RESCUE CHARITABLE TRUST ("NZCR") ADOPTION MANUAL



Thank you for choosing to adopt one of our dogs!

We greatly appreciate your support and commitment to helping dogs who otherwise may not be given the opportunity to live. When you choose to adopt from us, you are taking in a dog who needs your love and care but also saving another – the one who will be able to take their place in foster care!

Please do take the time to read through this manual, it provides many tips essential to settling your new dog into their home environment. It also contains information on who you contact if you have an issue and the policies and agreement you are bound by. We expect that all Adopters read the adoption manual thoroughly prior to beginning the trial.

Please ensure that you have read the requirements of the dog and are confident s/he is likely to fit into your household before the trial begins! We need to ensure that you will be willing to commit to a rescue dog that may also need some extra support. We are as honest as possible with our Adopters and all of the dogs information is noted on the public profile on our website.

Although dogs undergo training in foster care, it is possible some may regress or show new behaviour at their new home. We rely on you to be honest and communicative with us. Sometimes, the final parts of training or establishing a routine need to be completed by the Adopter in the dog's new home. In some cases, our dogs have been through a lot and just like humans, who have been through the same, they will take time to settle in and become comfortable – please give them your time, love and patience.

Please take care to *listen* to what the foster carer of your prospective adopted dog says about the dog's personality and any behavioural issues they have noticed and how to address those. It is important to understand the commitment you are taking on and ensure you take on their advice. All dogs (rescue or not!) need owners that are willing to commit to them for the duration of their life – through any medical conditions that may pop up, behavioural quirks and old age. We don't believe there is any such thing as a perfect dog, but with a bit of patience and commitment they can become a perfect fit for you!

Lastly, thank you again for your commitment to assisting one of our trust dogs. Good luck with your hopeful new addition to the family and please feel free to contact us at any point with any questions, concerns, or issues. We are always more than happy to assist and/or provide advice. We appreciate your honesty. We will check in with you throughout the trial but do contact us earlier if you wish to do so. Full contact details for your dogs' foster and our Managing Trustee are as noted below.

If you have any issues, please contact us. We are always happy to provide advice and support. We thank you for your support and welcome you to the NZCR family!

Ready to start the trial? Great! Here are the next steps before the dog arrives:

1. Ensure that you are ready to commit to a dog emotionally and financially from the trial date!
2. Review the Adoption Agreement you've signed and **will be bound by** for our terms and your obligations.
3. Review this Adoption Manual for information on integration and special instructions related to the care of the dog.
4. Pay the adoption fee deposit into the trust account – the full fee is payable prior to changeover.
5. Read and return the Trial Agreement (see the end of this manual!)
6. Gather any essentials needed for the dog (ie. crates, leashes and harnesses, toys and food (we send a small supply and details of the food that needs to be purchased at the end of this manual. Note below our instructions re: food and changing of foods).

Please retain a copy of this documentation for your information and reference. **We do expect that you are aware of the conditions of adoption and have read this Agreement, together with any extra information on our website.** The Adoption Application Agreement that you signed in order to submit your application to the trust and Trial Agreement form is the basis of our agreement with you.

FREQUENTLY ASKED QUESTIONS ABOUT THE PROCESS

Can you tell me more information about the trial period?

Trials are for one month to ensure that the dog is a suitable match for your family and that you are able to provide the dog with everything it needs. We will maintain contact with you regularly during this month and please feel free to send us as many updates as you like! Once it comes to the last few days we will check in with you and make sure you wish to confirm the adoption. If you agree, we will send out our letter confirming adoption to you and change the Council ownership into your name. We will also add you to the NZ Companion Animal Register (microchip register) and organise for the transfer of any insurance policies or pedigree papers after this date.

Please contact us on the official email there are any behavioural or medical issues with the dog as soon as possible. Do not contact the foster carer and assume they have passed on your update. You need to email the official trust email.

Who do I contact if I have a question or issue?

Please email us at contact@nzchihuahuarescue.co.nz in the first instance if you have any issues with the process, or the dog. Do not wait days to see if something medically or behaviourally will resolve itself.

There are three Trustees, Alex, Casey and Katie who all have access to the email trust account. Our Managing Trustee has the emails sent direct to her phone, so someone will be in touch with you as soon as possible.

All updates are to be sent to the above contact email please – we will share these with the foster carer on your behalf. This email is your main point of contact with the trust. Do not assume we are aware of any issues if raised with the foster and not the trust directly.

Can I end a trial early, or extend a trial?

If you wish to extend a trial – please contact us ASAP to discuss.

What happens if the dog is not a right fit?

Should you feel that the dog you have adopted does not fit into your family, please immediately contact us by email.

What happens if I need to re-home my adopted dog in future?

In the event that you are no longer able to care for your adopted dog, move into a residence that does not allow dogs, or enter care, please contact the Trust immediately. Under no circumstances are you to advertise, or re-home the dog privately (this

includes with friends or family!) This is a fundamental term of the Adoption Agreement you have signed. If you have a friend or family member you wish to put forward as the new owner, please have them contact us also, with their completed adoption application. We owe a duty to the dogs in our care, for life and take this very seriously. Our goal is to never see the dog without a stable, loving home, ever again.

What comes with the dog?

If there are any vet books, or other information in possession of the Trust, this will be transferred to the Adopter. Pedigree papers are sent to DogsNZ once the trial has been deemed successful and they post new ones to you. Most dogs also come with their bed and bedding and any favourite toys. We also provide an ACANA/Orijen adopter pack which contains a sample of the food they have been eating and discount voucher, Pet Plan brochure and other goodies.

Note: You will need to purchase additional food (the brand they are on during trial) see below.

What do I feed the dog?

- We will send a short supply of food the dog is on currently and we have noted the brand and where it can be purchased in the schedule of this manual. You will need to collect a supply of this brand and/or flavour.
- We ask that you do **NOT** change the brand or type of food of the dog while they are on trial. This is for several reasons.
- If the trial does not work out, the dog will need to come back into care, so we want them to remain on the same food we feed for ease of integration.
- It is not advisable to even switch flavours of food without doing a gradual introduction. Dogs are not like humans (we require variety).
- If you wish to change the food after a trial – Please be aware that changing the food of a dog needs to be done so gradually, and some may be more sensitive than others (ask our vet for advice if you do not know how to do this). If food is not changed gradually dogs can suffer stomach upsets, vomiting, diarrhea and even ulcers. This may require vet treatment.
- If the dog is confirmed as adopted and you wish to change their food – please research the brands before you do so. Avoid dog foods purchased at the supermarket and consult a vet or pet store for a recommendation. We do not recommend the cheap supermarket brand foods. These are very poor quality and full of nasty fillers. We have most of our dogs on either ACANA or Orijen, unless they require a vet specific diet.
- If the dog is on a vet specific diet (ie. cardiac, satiety etc) we will send a short supply and in the schedule of this manual we will provide a link for you to purchase your own amount.
- Please understand that if the dog is on a cardiac diet, they **require** this, and their food should not be changed. We added this to their profile under “adopter requirements” as we expect this to be an ongoing cost and factored into your decision to adopt them.
- If the dog is on satiety weight loss food, once they reach their goal, you should transition them onto a quality food (ie. raw, ZiwiPeak, Orijen or ACANA). We will provide a sample in the adopter pack.
- If you do change the diet of the dog and it becomes unwell as a result while on trial, you need to examine the below information for the process of vet treatment while on trial.

What do I need to provide?

We recommend you have: a crate, harness, lead, toys, bowls etc. and additional food (the dog will come with a short supply) Anything else your specific dog will come with is noted in Schedule 1.

Can I change the dog's name?

No, not prior to the end of the trial period. For the trial period, we ask you keep the same name the dog comes with. *Why?* It is already quite a change to enter a new home. If the trial does not work out and the dog is returned, we feel it is unfair for them to have gone through a name change and potentially another. Once you have received the official letter of adoption – it is up to you whether you change their name.

Please note the following essential terms and information to consider:

- **Adoption Fees:** The adoption fee is paid prior to the trial – it needs to be *cleared* and seen in the trust account before we will release the foster dog. So please do consider this before attempting to arrange changeover. Please make the deposit to our

Westpac Trust New Zealand Chihuahua Trust Account: 03-0823-0074502-000 with the dog's name as the reference and email the Rescue to confirm the deposit has been made. Where dogs are available to be flown, the costs will have been confirmed with you. Please deposit this to the above account.

- **Uplifting due to Welfare:** Our first concern and priority is always the health and welfare of the dog. As a result, NZCR reserve the right to uplift any dog should we become aware of any animal welfare issues. We care about each and every dog that comes through our Rescue, our goal is only to find them the very best, stable, loving, forever homes.
- All dogs are de-sexed, flea and worm treated, vaccinated up to date, registered with the Council, micro-chipped and registered with the NZ Companion Animal Register. Where dogs are recovering from their de-sex and then adopted, they may need their updating vaccinations once recovered – The Trust is happy to cover this cost at TRACS clinic and will organise for you to attend our Vet.

- **What if the dog gets sick, seems sore, or suffers an accident or illness while on trial?**

Once the dog leaves our care and is on trial with an adopter, we expect their adopters are committed to them emotionally, but also financially. The reason being the dog is now in your care and (all going well) part of your family. You can always expect that pets will cost you – this is why we advocate for pet insurance!

Plus, once foster dogs leave us on trial, we have no control over where they go with you, what they do and/or what they consume. So, any appointments or treatment while the dog is on trial are at your cost. You will need to meet the invoice(s) on the day and the trust does not contribute to treatment – we need to save the small budget we have to assist new dogs coming in!

If the dog becomes ill while on trial, or you feel they are in pain or have had an accident, please inform us **immediately** by email to contact@nzchihuahuarescue.co.nz.

a) If you are in Canterbury, we will then ask you to contact our vet Dr Tracey Tonkin of Tram Road Animal Care Services who will investigate the cause and administer treatment. If outside of Canterbury, you will take the dog to your normal vet and have the notes sent to us at the above email. Please note: You will need to meet any resulting costs, as per the Adoption Agreement and below info.

b) The Trust will only cover reasonable, **pre-agreed or arranged** vet appointments (and resulting invoices) during a trial. If there are any costs we will be covering, you will be advised of those prior to taking the dog on trial. Anything outside this provision will not be covered. Please be aware of this.

c) The dog is to remain under the care of Dr Tonkin until the adoption is confirmed. Do not take the dog to your own vet whilst it is on trial, unless you do not reside in Canterbury. We hold all the records for the dog at TRACS and need to be kept informed of any medical issues relating to the dog.

d) Please read the information under “trial” in your Adoption Agreement for further details.

- **If you are Outside of Town (Canterbury) and the dog becomes unwell or injured**
As above. Please see the Adoption Agreement for the process and options in this event.
- **Can I move the Dog to My vet?**
After the dog completes the trial and is confirmed as adopted, you are free to move them to your own vet if desired. While on trial, the dog remains a client of the Trust's vet. To do this, please call the below number to have the medical records transferred. If you are looking for a Vet, we strongly recommend:

Dr. Tracey Tonkin and Dr Meredith Barth - Tram Road Animal Care Services

Phone: (03) 312-6999

Clinic: 843 Tram Road, Ohoka, North Canterbury

Dr Tonkin is the trust vet, an accredited Chihuahua breeder, president of the President of the Dominion Chihuahua Club (and has been for a number of years). Dr Tonkin is an specialist on the breed and always happy to take on ex-Rescue dogs as permanent clients!

- **From the trial date, the Adopter is responsible for providing all veterinary care for the dog and the basics of life.**
In the adoption agreement, we ask adopters to confirm they are able to do so. But at any point you find yourself in a position where you cannot do so – please contact the Trust. We are ALWAYS happy to receive back or assist ex-Rescue dogs.
- If the dog requires any future care or operations this will be noted on their profile and this Manual. It is expected that when you apply to adopt the dog and take it on trial, you are aware of these health issues and able/willing to take on the cost of this future expense.
- **Micro-chip:** Do not change the microchip details – NZCR do this once the dog is adopted. NZCR will remain as the “Breeder” contact on the microchip for the dog. This way, in the event that the dog is picked up or surrendered to the Pound, NZCR will be contacted. The Adopter is added to the microchip as the “Owner” and “primary contact” once the trial period is over and adoption confirmed. The Companion Animal Register may email you to set up an account once we have transferred the microchip, they will also send reminders to your email in order to confirm your details remain correct.
- **Council Registration:** Do not contact the council with regard to registration before we transfer the dog, at the end of the trial. NZCR will change the Council registration details to the Adopter once the trial period is concluded. Legally, the dog is the property of the Trust until such a time. You will need to contact your Council if you are in a separate district to Christchurch City Council. We will have already forwarded them your dog’s details.

Again: Please READ your Adoption Agreement and this Adoption Manual completely prior to the trial beginning, and signing of the trial form. We expect all of these documents have been reviewed thoroughly prior and you are bound by these Agreements and terms.

BRINGING YOUR NEW DOG HOME:

Prior to bringing home your adopted dog, we suggest ensuring you have the following:

- Food bowl and water bowl** - It is not recommended that you share-feed new dogs. They need their own bowls to eat and space when eating. Eating around existing dogs can cause fights! Being fed in the crate is a smart routine to get them into.
- A Steel Crate** – Your dog will need a ‘safe’ place while he or she adjusts to their new home – we recommend purchasing a small or medium sized steel crate (www.goodsdirect2u.co.nz) the pricing is quite reasonable compared to popular pet stores (ie. The cost with GoodsDirect is \$66.00 as opposed to \$120.00).
- Leash** – Please do NOT use retractable leashes with dogs. They do not provide enough control and safety. They are dangerous to both people and dogs and allow your dog to wander much more freely than a standard lead. **We provide plain black leads in your adopter pack.**
- Dog harness** - We use and recommend Julius K9 harnesses (www.julius-k9.co.nz) These can also be purchased at Pet Stock, Julius.co.nz or KURI Centres. This brand is a suggestion only, based on what we like and use with the rescue dogs, but we do not recommend collars.
- Safe car travel accessories** – It is a legal requirement your dog is restrained in the car and you can be fined for non-compliance. **We recommend and use:**

- **Car clips:** <https://www.julius-k9.co.nz/store/p28/Mobility-Control-Car-Tether.html#/> primarily intended to keep the dog away from the driver, and save him from injuries with sudden stops and changes of direction of the car. It's not compatible with the following models: Volvo, Saab, Chevrolet, Ford.

- **Car travelling crates:** www.kmart.co.nz has a selection of soft folding crates in various sizes and hard travel crates, very reasonably priced.

- Dog Food** – We ask for continuation of the diet the dog is on while they are on trial. Our dogs are either on a vet specific diet (noted on their profile or below schedule) ACANA or Orijen branded foods. This can be purchased at PetStock, The Feed Shack, Animates, or KURI Centres. Please do not purchase low quality, grain-rich foods or from supermarkets. They are not a quality substitute and can cause weight-gain, or liver or kidney issues among others. Please see the schedule attached to this manual for the TYPE and BRAND of food your prospective dog is on. **We ask you do NOT change the food for the duration of the trial (read above).**
- Dog Treats** - we recommend K9 Natural Treats (www.k9natural.com) These are a suggestion only. Please be careful of dried duck, or beef jerky and raw hides, these are not suitable for consumption. Try to source only treats made in New Zealand. Please be careful of what you feed a new dog – it may cause stomach upset.
- Dog Toys** (for younger dogs and puppies!)
For information on food enrichment ideas, please see our website – there is a PDF file located under the “foster” section.

Please note the above is simply our preference / what we use in respect of the dog while in foster care. You are not obligated to purchase anything, we only provide this information as we tend to get asked about what we use – we aren't retailers of any of these products either!

DOG-PROOFING YOUR HOME:

Once you ensure you have all the items required, the second step is to check that your home is fully fenced and any access points under the house have been blocked. You never know how a dog will react to a new environment, so it is important that your home and garden are 100% secure.

It may be beneficial to secure your front door with a child-gate, to prevent escapees!

Prior to the arrival of the dog, please remove any potentially unsafe items, or items that could be easily chewable, inside and outside of the home (such as: cords, remotes, ornaments, plant pots, inside plants etc). Cupboards may also need to be latched (such as those containing cleaning) and rubbish bins secured. Compost bins can pose a real health issue for dogs – they can consume items they find and end up requiring vet care.

INTEGRATING YOUR NEW DOG – TIPS TO MAKE THE TRANSITION AS STRESS FREE AS POSSIBLE:

- It is best not to overwhelm the dog with affection or too many new experiences at once, even though you may be excited to welcome them into your home. Although they will grow to love you with time, at the moment you are a stranger ! Remain calm and patient. Allow them to come to you, this creates trust.

- Please keep interactions to just immediate family members and ***do not dive into introducing them to all of your friends and family for at least two weeks***. This is a mistake that many keen Adopters make without realising they are doing so. Remember, you are a new face to this dog and they need to build trust with you prior to meeting your loved ones and have a positive experience once they meet them. You need to establish a bond so that the dog learns to trust you and therefore rely on you when uncomfortable.
- Keep your new dog's world small initially and grow it slowly – This means do NOT introduce anything new to your adopted dog for the first couple of weeks at least. As humans, a month may seem like a while to us – but dogs take time to adjust. Experts say it takes ONE YEAR for a rescue dog to feel completely at home.
- Do not take the dog to any public places, dog playgroups or parks for at least the first couple of weeks. Do not introduce any new people (aside from household family members) or any new pets (unless household animals). This includes introducing your dog to any other dogs who do not live at your house – this can wait.
- Some of our dogs have had very little interaction with humans (and/or other dogs) and too much stimulation at once can upset the dog.
- Dogs enjoy routine. It is important to establish a daily routine for the dogs in terms of feeding, toileting, walking and sleeping.
- Do not feel sorry for the dog once you hear of its past and/or witness its fearful behaviour. You are the pack leader and there to show the dog that they are safe but expected to behave in a respectful manner within your home.
- If, at any time, you notice behaviour issues that concern you, please contact the Trust immediately. We are able to utilise the services of a dog trainer and have many experienced foster carers who are happy to offer advice. Please do not feel anxious or embarrassed to reach out for help. NZCR are a family, we help one another and want to see the successful placement of the dog – a placement you are both happy with!
- Don't create habits that you won't appreciate long-term. We understand you are excited to have them join the family but they need to know from the start the rules, boundaries and limitations.
- If your new dog is showing it is stressed (ie. No appetite, behavioural issues, body language indicators) take a few steps back, reduce the people around the dog and work on bonding. Learn how to read doggy body language. Early distrust or stress can become ingrained in the dog and make the bonding phase more difficult.
- You should not leave the adopted dog alone with current dogs or pets, under any circumstances – until a few months have passed and you know the adopted dogs' personality. It is impossible to predict the outcome and how either dog or animal may react in any given situation.

INTRODUCING OTHER DOGS TO THE NEW DOG

Any current dogs in the home will have met the new dog at the meet/greet. But in terms of family members or friends who wish to introduce their dog to your new dog. Once it has been a couple of months, it is often a good idea to introduce dogs to your new adopted dog on 'neutral territory' such as a park, where you can walk them side by side.

When comes to leashes – Please do NOT use retractable leashes with dogs. They do not provide enough control and safety. They are dangerous to both people and dogs and allow your dog to wander much more freely than a standard lead. We provide plain black leads in your adopter pack.

FEEDING:

- In terms of eating, do not be surprised if your new dog takes a couple of days to eat properly. It is an overwhelming experience to move homes and some dogs do not eat properly for a few weeks. Stress can cause stomach illness and it is stressful to move to a new home!
 - Do not become anxious or offer new foods continually feeling they “do not like” their food – this sets the dog up for poor habits and they were previously eating the food we supply to you. Simply place the bowl down each mealtime and remove it after 5 minutes if they do not eat. Once they become comfortable, they will.
 - **We ask you keep dogs on the diet they came to you with.** If you wish to switch the diet of the dog, do so after the trial and ensure you do so gradually. To change foods too quickly will result in a stomach upset and visit to the vets. If you are going to change the diet, do it after the adoption is confirmed so you know the dog is a permanent member of the household.
 - If the dog you are adopting NEEDS to be on a specific food (ie. if they are being fed cardiac) this is an essential term of their adoption and would have been noted under their “adopter requirements” on their profile. For this reason, we assume you know this and accept this and will not change the diet as the dog requires this food. This food will prolong a dogs life and it is to be factored into your decision to adopt them.
 - **Kibble:** We recommend Orijen and ACANA dog foods as it is a quality kibble, as close to raw meat as possible. These brands are made by the same Company, both of them do not use fattening fillers such as corn or ash. If your dog is not on a specialist diet, your Adopter pack will come with a sample and a discount voucher for your next bag. ACANA and Orijen be purchased at The Feed Shack, Pet Central, Pet Stock and other stockists as per the website.
 - **Raw-Feeding:** Our Trust Vet, Dr Tonkin also advocates raw feeding and can walk you through this process. With dogs who suffer allergies we have had great success in changing their diet to raw. However, it is important that you gradually introduce dogs to raw feeding and ensure they are receiving a proper mix of raw food. If you wish to book a consult to discuss this with Tracey AFTER the trial, please contact Tram Road Animal Services direct. Please note – you will be charged a consultation fee for Dr Tonkin’s time and the Trust does not cover the cost of these sessions.
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TRAINING – WHO DO I CONTACT ABOUT TRAINING?

- It is expected that Adopters are willing to commit to the dogs from the trial date (both emotionally and financially) and assist to ensure that the placement is successful. It is possible that a trainer may be required in order to educate Adopters on how best to understand their adopted dog and its quirks.
- Enrolling in some one-on-one classes is a good way to strengthen the bond with your new dog.
- While we ensure that prior to dogs being adopted, any issues we have noticed are addressed, it is possible that new ones may pop up once dogs are in a new household. Rescue dogs require commitment to own and if you do notice any issues, these should be addressed as soon as possible.
- In general, for rescue dog training we recommend the following Trainer who also assists the Rescue when dogs are in our care:
Deborah CHADOUTAUD MASLET
Mind Pro Animal Behaviour
Sumner
8081 Christchurch

New Zealand

Phone: (020) 402 76862

Email : info@mindpro.biz

Website: www.mindpro.biz

*Please view the website and/or social media for pricing of consultations and lessons. Please note: The Trust cannot fund these sessions but there is a **discount voucher provided in your adopter pack**. While we would love to be able to fund training sessions for all of our dogs, NZCR have a small income (sourced from donations and fundraising) that is heavily utilised for veterinary expenses, travel for dog's inter-island wise and incidental supplies for foster dogs.*

PET INSURANCE - DO I NEED TO INSURE THIS DOG?

- NZCR **strongly** recommend that all Adopters take out insurance on their new dog following confirmation of adoption.
- We recommend Pet Cover (formerly Pet Plan) as they are the most comprehensive and fair. You may also consider PD Insurance, Southern Cross or Pet N Sur.
- Please remember: often we **do not know** the past medical history of these dogs. Although we have them checked out prior to adoption and medically signed off by our vet, we do not blood-test, x-ray, ultrasound, MRI or otherwise examine EVERY dog for issues. We don't conduct invasive tests or procedures if there is nothing to warrant such tests. We simply could not afford to do so for each dog coming into care, if they do not give us cause to suspect any medical issues. For this reason, we recommend you take out pet insurance to cover yourself if the dog develops something soon after adoption or even a year or two down the timeline.
- We strongly recommend that all Adopters take out insurance on their new dog following confirmation of adoption. Please remember: often we do not know the past medical history of these dogs as they are rescues. Although we have them checked out with our Vet prior to adoption and medically signed off by our vet, we do not blood-test, x-ray, ultrasound, MRI or otherwise examine EVERY dog for issues, or conduct any other invasive tests or procedures if there is nothing to warrant such tests. For this reason, we recommend you take out pet insurance to cover yourself.
- Please consider insurance **very** seriously and ask us if you would like information on how to sign up. We will include the form and a brochure outlining the various plans in your adopter pack or see our website for details on this, found under the "How You Can Help Us" tab)

If you are unsure on any of the insurance information, please check the website first and then feel free to ask us – we will be happy to discuss this with you. Insurance is invaluable – you never want to have to make decisions about your pet based solely on finances, pet insurance is literally a life-saver!

- **I SAVE INTO AN ACCOUNT WEEKLY, ISN'T THAT ENOUGH?**
This is called "self-insuring" and we do not recommend it for the simple fact that staying in afterhours, consult fees, test fees, treatment fees and operation fees can be thousands at once. It is rare that any one person has several thousand dollars in their "vet account" for these instances. In contrast, if not pre-existing, these entire fees can be met by insurance if your claim is accepted.

INTRODUCING CATS AND SMALL ANIMALS TO THE NEW DOG

- While we do try to ensure that our dogs 'quirks' are known prior to adoption, we cannot ensure that they are 100% cat-safe or small animal safe. You will need to ensure that the introduction between the dog and other pet is completed safely and carefully for both.
 - Be wary of the fact that a defensive cat may scratch and harm the dog, as well as the fact that your dog is capable of causing harm to your cat or other small animal.
 - We suggest that you do not allow the dog to directly meet the small animal or cat. It is better that you firstly allow the dog to view them from behind a gate, inside dog pen, or from their crate. You can also exchange bedding between a cat and dog (to help them get used to scents).
 - This can be a lengthy process. Once you are ready to introduce them face to face, the dog should be on a leash. Try to keep the interactions short and positive initially. Do not leave your new dog unsupervised with any cats or other small pets until you know them well enough to trust them. For other advice, contact our trainer.
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CHILDREN AND DOGS

- We do not recommend you leave dogs unattended with a child or children. While we try to ensure that dogs placed in a family environment are suitable to be around children, it is impossible to know with certainty what level of tolerance each dog may have. Often, we do not have a comprehensive history of the dog and we ask you to remain cautious.
 - You must supervise all interactions and remind your children of the rules of being around dogs. These include: not touching a dog when he or she is eating, playing with a toy, or sleeping. Do not tease dogs, or take toys from them. Do not chase dogs, or scare dogs intentionally. Do not pat a dog without checking it is okay with the owner, or without adult supervision.
 - Please do not allow children to pull on the ears or tails of the dogs, play "hand-biting" games or "chasing" games with the dog. These can all lead to unwanted and undesirable behaviours such as playful nipping, aggressive biting and boundary issues.
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TOILET-TRAINING

- It is important to note that while dogs may be toilet-trained in foster care, they may regress when placed in their new home. You need to remain patient and understand that it is a big transition for the dog. Revert to the basics below. Toilet training is simple, but it requires persistence, routine and rewards.
- In the morning, the dog should be let out of its crate and taken outside immediately. Once the dog has relieved itself, make a fuss and reward him or her with a treat. The same should be repeated each time the dog has a nap – take them straight outside.
- If you see the dog sniffing, this can be an indication they are looking to relieve themselves. Pop them outside and wait. If successful, make a fuss and reward. Some dogs may also sit next to the door or let out a bark in an effort to get your attention. You will begin to learn your dogs' toilet schedule – some can hold on for hours at a time, others need to go more frequently. Age is a huge factor as to how long your dog can hold on for.
- The key to successful toilet training is routine. If the dog is not in the crate, on you for cuddles or completing training, he or she should be outside with the opportunity to toilet there.

- If your dog begins to go inside, say in a firm, calm voice “no” and place them outside. If your dog has an accident inside, please do not scold or punish them. This will only create fear and mistrust. Remove the dog from the area and clean up the accident using an enzymatic cleaner so that the scent is not left. Contact our trainer for further advice!
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CRATE TRAINING

- While it is exciting, it can be very overwhelming to be placed into a new home environment. For this reason, we recommend implementing a crate as a “safe” place at least initially. Chihuahuas are den animals and appreciate being able to retreat somewhere cosy. They tend to love a small space which is why they often burrow down into blankets.
 - The crate also gives you the ability to have time without the dog or secure them if visitors are present or you need to go out and do not trust them alone in the house yet.
 - Not all dogs immediately feel comfortable with the idea of a crate. Try to associate the crate with positive things such as treats and pats. Leave the door open and create a cosy environment. When your dog hops in, reward him or her. Put toys inside and encourage the dog to go in. We also recommend you feed dogs inside their crate to help with the positive association and minimise the potential for fights between the new dog and other dogs.
 - It can take some time to train a fearful dog to love their crate, please be patient and do all you can to reinforce the idea that the crate is a ‘happy place’. For more advice, consult our trainer.
-

WHAT ABOUT ADOPTING A “FRIEND” FOR MY NEW DOG?

We understand that welcoming a dog to your home is a joyous occasion and sometimes you might begin to think, what about adopting, or purchasing a second dog?

- We ask that our Adopters do not add another dog (puppy or adult) to their family for the period of **ATLEAST** one year. We would not adopt a dog to someone looking to add two new additions in the same year as it is not fair on the dog you are adopting from NZCR. It does not matter if the dog is old or a puppy – it will add stress to the life of the new adopted dog.
- **Why?** Adoption is a huge adjustment for each dog to go through. If you consider it from their (the dogs) perspective – they have left their first home, adjusted to foster care, often undergone medical treatment, and had to recover from this, plus then the added change of moving into your home. No matter how positive their experience has been, it has still required adjustment. By moving into your home, they have to adjust again to new environments, people, routines, other pets. Please do not overwhelm them by adding a **SECOND** new dog to the mix earlier than one year after their adoption.
- Although your new dog may **SEEM** well-adjusted and friendly quite quickly, experts suggest it takes a minimum of one year for them to relax fully, understand that this is their new permanent home and feel 100% comfortable. We also want the dog we adopt to you to take priority. So rather than focusing on introducing a new dog to the pack, please take that one year to bond with your new adopted dog and learn about them, while giving them the space and opportunity to do the same.

- We have had repeat adopters come to us a few years later and happily adopted another dog to them. We are not unwilling to adopt future dogs to our current adopters, it is all about timing and ensuring we do what is right for each individual dog.

WHAT IF THEIR PROFILE SAID THEY SHOULD BE A SOLO DOG?

- Please also remember to take note of the adopter requirements we note on the profile of the dog you have chosen to adopt. **Do not adopt a dog needing or preferring to be the “solo dog” in the home, if you have plans of having multiple dogs in future.** We rely on you to be HONEST with us about your wants and needs when you apply for a dog. You have been selected as a solo-dog home if you have a dog that is to be alone. To add another dog in, invites trouble and means that the first dog may become unhappy and act out.
- Not all dogs like living with others or having a “friend”. Like people, dogs are varying degrees of social and some prefer to be the only dog in the home, without any doggy companions. We want these rescue dogs to live their best life and sometimes dogs (just like people) do not want company. We encounter many cases where Adopters come to us to “adopt a friend” for their existing dog. The first thing we ask them to do is consider honestly who wants the dog – the existing dog, or you? If it is you, perhaps you need to reconsider.
- Some dogs we adopt out to no dog households with the intention they will remain the sole dog in the home. They may have personality or behavioural issues that are exacerbated around other dogs or may just prefer to be the sole companion. Whatever the reason is - Please do not breach our trust by adding to the family, where we have specified that dog is to be a solo dog. That dog has been adopted to you as you have no other dogs, and we are looking for that as a requirement in the home we choose.
- If you adopt or purchase a second dog in these circumstances, you are putting them both in an uncertain and risky situation. If they do not get along, at best, they will live together unhappily. At worst, they could fight and injure one another, and one may need to be rehomed. This is how we have received dogs into trust care in the past.

WHAT ABOUT FORMER OWNERS AND KEEPING IN TOUCH?

- Some of the dogs have families that would appreciate an occasional update. If this is the case, we note it on their profiles. However, we do not create that expectation on Adopters, or commit to that being possible in every adoption. Some former families also prefer not to have contact with NZCR and the new family, as they feel it impedes upon their ability to move on.
- **How do we pass on updates?** If you wish to send updates to the former family, we will check with them that they are open to receive these. We recommend that you either email these directly to the former owners, or through us, so as to keep a boundary and your personal details private. We do not recommend that you pass along your residential or working address and / or phone numbers to the former owners. If you wish to send an email via NZCR - feel free to email us with the content and photos and we will remove your email address and forward it on. It is a lovely thing to do once or twice, so that the former owners know the dog is safe, happy and adored in their new home! Equally – if you do not wish to do so, that is your right as the new owner / family of the dog. It is good for dogs to move on and begin to integrate and bond with their new families. When dogs are surrendered to us, their owners sign a form making the trust the legal owner and there is no obligation on you to keep in touch. We always let the former owners know this is the case. They surrender the dog knowing this is a certain end to the close former relationship.
- **Should we visit the former family?** We *strongly* discourage taking your adopted dog to visit their former family prior to the one-year adoption anniversary, if at all. It is always best to consider the dog first and from their perspective. It can

be very confusing for a dog to have “meet ups” with their former family members, particularly if they haven’t been adopted long. The dogs don’t understand why it is that they aren’t going back home with them and it can upset the dog quite a lot. This may have a follow-on effect and can then also create issues in terms of the dog bonding to you as their new family. In short, as with any break up, they need time and space to move on too.

- **Should we visit the foster carer?** The same can be said for dogs and foster carers. Dogs and foster carers also bond closely and the dogs tend to trust and rely on their foster parents as if they were their owners. We suggest that when you adopt a dog from us, you, your immediate family and the dog should spend time exclusively developing a bond and building trust. This is part of the process of becoming a new family unit. For this reason, we do not advise you visit foster carers for at least 3-6 months but please do feel free to email us any updates! We do love to hear your updates and always copy in a foster carer so they know their former foster is doing well. We have had some foster dogs return for visits and meet ups with their ex-foster carers. But this is only recommended after the dog has been adopted away for some time and has learnt who their “new family” are. Our foster carers are happy for their foster dogs when they are rehomed. This is what we want for each of our dogs – to be adopted and feel secure and happy in their new family.

NEXT STEPS – WHAT HAPPENS NEXT?

1. Please ensure the adoption fee is paid into the trust account. Once the fee has been paid and is cleared in the account - we will notify the foster carer to contact you and organise a collect/drop off time for the dog.
2. Please sign the trial Agreement form – this is retained as proof you have read and agreed to all of our terms and policies.
3. We will also pass the dog’s “adopter pack” to the foster carer to give to you at that time.
4. Once you have the dog, simply enjoy getting to know your new prospective dog and please don’t hesitate to ask if you have any questions or concerns. We’re happy to help you and the dog in any way we can. Please retain this manual and ensure you contact the Managing Trustee if you have any issues or the dog is ill.
5. Our Team will also check in on you during the month to confirm all is well and that the trial is going well. Please do feel free to be open and communicative with our Team members, the goal is to assist Your dog in settling into her new hopeful forever home in any way that we can.

Please join our exclusive Facebook group for Foster Carers and Adopters at:

www.facebook.com/groups/NZCRAadopters

Our general Facebook pages can be found at:

www.facebook.com/NZChihuahuaRescue

www.facebook.com/groups/NZChihuahuaRescue

WANT TO HELP MORE DOGS GET ADOPTED? SUBMIT A REVIEW!

- After you have taken some time to bond and settle into normal life with your new fur baby, we would appreciate if you could take the time to email us a “review” of how we did in helping you find your new family member!
- A review only needs to be a short paragraph of 250 words max. that we can add to our website with a photo of your dog!
- Please email us at: [contact@nzchihuahuarescue .co.nz](mailto:contact@nzchihuahuarescue.co.nz) with “review” in the subject line.

CONTACT INFORMATION – WHO DO I CONTACT?:

If you have an emergency, please contact the below named NZCR Team Member(s):

Where cell phone numbers are provided by Team members, please keep this private. We do not have a Rescue phone number.

Name: Casey (Managing Trustee)

Email: Contact@nzchihuahuarescue.co.nz

We do not have a rescue phone number. Our "contact" email is consistently monitored and sent direct to our Managing Trustees phone. Please send us a detailed email noting any issues and we will be in touch with you ASAP!

NOTE: If there are any issues with behaviour or illness, please contact our Managing Trustee, Casey (not the foster carer) as soon as possible. This way we will be able to organise assistance. Please do not rely on the foster carer to relay your messages – you need to contact our Managing Trustee. Please send all updates to the contact@nzchihuahuarescue.co.nz email and we will pass these on to the foster carer. Do not contact the foster carer to confirm the trial or assume those updates will reach us, we need to hear from you via the appropriate channel (our direct email).

SCHEDULE 1 – INSTRUCTIONS ON CARE OF THE DOG

Note to Team Member - please fill out this schedule.

PHOTO

Name of Adopter: [NAME]
Name of the Dog: “[NAME]”
Age or DOB of Dog:
De-Sexed: Yes
Micro-Chipped: Yes
NZCAR registered: Yes, registered with the NZ Companion Animal Database (nationwide microchip database)
Registered: Yes – Christchurch City Council 2021/2022 membership.
Vaccinated: Yes – refer to vet book for dates.
Flea/Wormed: Yes – refer to vet book for date.

Background:

Personality Overview (including any Behavioural quirks worked on in foster care):

Health History:

6. We flea and worm dogs every 3 months and ask the foster carer to note this in the dog’s vet book.
7. [NAME] is de-sexed, vaccinated up to date, micro-chipped (with the chip registered with the NZ Companion Animal Register and the local Council) as all of our dogs are.
8. **DISCLAIMER:** While we do have each of our incoming dogs vet checked and medically "signed off" prior to adoption, this does not include biopsies, x-rays, bloods and/or any other imaging or testing if there is no need to do so identified at their preliminary vet check. We do not have the former health histories of many of our rescues and as such their prior health history is largely unknown. For these two reasons, we strongly recommend that you insure your new dog from the date of adoption (see the adopter pack for information if you wish to insure via Pet Cover (formerly known as Pet Plan), which we recommend due to it being the most comprehensive option on the market thus far) We ask that all adopters consider pet insurance so that should any medical issues or conditions develop or become evident, the dog's medical costs can be met by the Insurer. Please do give serious consideration to pet insurance, no matter the company you choose to insure with! From the date of adoption, all medical costs are the responsibility of the Adopter.
9. **PLEASE NOTE:** For any medical issues while the dog is on trial, please refer to the Adoption Agreement signed by you (copy noted at the end of this manual)

Food and medications:

10. Current food – [NAME] is fed [BRAND]. [NAME] currently eats two meals per day around 7:00am and 5:00pm (adjust timing to suit your own schedule). Please review the above information about feeding and do not change their food while on trial.

Sleeping arrangements:

11. [NAME] does not like crates and is not crate-trained. Please do not crate [NAME] as this will distress them. **OR Happy to sleep in a crate or elsewhere. We recommend crate-training is continued for the first 3-6months in order to assist with developing a routine.**

Transport arrangements:

- 12.

Other information:

13. Your new dog comes with: a NZCR Adopter pack (Which contains a selection of vouchers and discounts, doggy treats, NZCR dog lead, Pampered Pooch pack, dog toys, doggy dental brush, foldable water bowl etc) Plus: bed and bedding, vet book,

Christchurch City Council tag,

- 14.** Christchurch City Council registration and microchip details will be changed once the trial has confirmed (after the 1 month). You will receive an email from these sources, once we have completed these steps. You do not have to do anything else.

Signed: _____

Date: _____
(Primary Potential Adopter)

Name: Casey (Managing Trustee of NZCR)

Signed: 

Date: _____
(NZCR Representative)