



DOWNTOWN PUPS

Enrollment Form

Welcome to Downtown Pups! Please fill out this form to ensure we provide the best care for your furry friend.

Client Information:

Client's Name	
Address	
Phone Number	
Email Address	

Emergency Contact Information:

Emergency Contact's Name	
Relationship to Contact	
Emergency Contact Phone Number	
Authorized Pick-Up Persons (if different from the owner(s))	

Veterinary Information:

Name of your preferred veterinarian	
Veterinary Clinic Name	
Clinic Phone Number	



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Dog's Health Information:

Does your dog have any health conditions (e.g., allergies, injuries, or chronic illnesses)?	
Is your dog on any medications?	
Date of Last Vaccinations (attach proof)	
• Rabies:	
• DHPP:	
• Bordetella:	

Dog(s) Information:

Dog's Name	
Breed	
Age	
Gender	
Weight	
Color/Markings	
Spayed/Neutered	



DOWNTOWN PUPS

New Client Form

Behavior & Personality:

How does your dog react to other dogs?	
How does your dog react to strangers?	
Does your dog have any fears or triggers (e.g., loud noises, specific objects)?	
Does your dog show any of the following behaviors? (Check all that apply)	
• Excessive Barking	
• Chewing	
• Jumping Or Humping	
• Escaping/ Climbing Fences	
• Other	
How does your dog handle being away from home or separated from you?	
Does your dog have experience in group play settings?	
How often will your dog attend daycare?	
What are you looking to get out of your dog attending Daycare?	



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Feeding & Care Instructions:

Feeding Schedule (if applicable during daycare hours)	
• Meal time:	
• Amount	
• Special Dietary Needs:	
Does your dog have any food allergies or restrictions?	
Preferred activities (e.g., fetch, tug, naptime)	

Policies & Acknowledgments:

1. Emergency Medical Authorization

In the event of an emergency, I authorize Downtown Pups to seek veterinary care for my dog. ☐ Yes ☐ No

2. Photo/Video Release

Photos and videos of your dog may be taken during their time at Downtown Pups and used for promotional purposes, including social media, website content, and marketing materials.

3. Daycare Policies

I acknowledge I have read and agree to the daycare policies provided. ☐ Yes ☐ No

I certify that the information provided above is accurate to the best of my knowledge and agree to abide by the policies of Downtown Pups

Name: (Owner) _____

Signed:(Owner) _____

Date: ____/____/____



DOWNTOWN PUPS

Daycare Policies and Guidelines

At Downtown Pups, we are committed to providing a safe, fun, and comfortable environment for all dogs in our care. To ensure smooth operations and a great experience for everyone, we ask all clients to review and adhere to the following policies and guidelines.

1. Operating Hours & Late Pick-Up Policy

Operating Hours:

Our daycare operates Monday to Friday from 7am-7pm

Late Pick-Up Policy:

- Dogs must be picked up by closing time.
- A late fee of \$15 will be applied for every 15 mins past closing.
- If we cannot reach you or an authorized pick-up person by 7:30pm, your dog will be boarded overnight at an additional cost.

2. Cancellation & Refund Policies

Daycare Reservations:

Cancellations must be made at least 24hrs before the scheduled visit to avoid charges.

No refunds or credits will be provided for same-day cancellations or no-shows.

Prepaid Packages:

Please note that we do not offer refunds on unused daycare packages. All packages are valid for 30 days from the date of purchase.

3. Payment

Payment is required at pick-up or in advance for prepaid packages. We accept Cash and all major Credit Cards.



DOWNTOWN PUPS

Daycare Policies and Guidelines

4. Vaccination & Health Requirements

Mandatory Vaccinations:

All dogs must be up to date on the following vaccinations:

- Rabies
- DHPP (Distemper, Hepatitis, Parainfluenza, Parvovirus)
- Bordetella (Canine Cough)

Proof of vaccination is required before the first daycare visit and must be updated annually.

Health Checks:

Dogs showing signs of illness (e.g., vomiting, diarrhea, coughing) will not be admitted.

If your dog contracts a contagious illness, they must remain home for at least 14 days and provide a vet clearance before returning.

Spay/Neuter/Heat:

Unaltered dogs will be evaluated on a case-by-case basis, and females in heat must remain out of daycare for one month from the start of their cycle.

Parasite Prevention:

Dogs must be on a flea and tick prevention program.

5. Rules for Authorized Items

What to Bring:

Food: If your dog requires feeding during daycare hours, bring food in a labeled, sealed container/bag.

Collar: Only quick release collars allowed, no buckle collars. **(NO TAGS HANGING FROM COLLARS)**

Restricted Items:

Do not bring beds, toys, blankets, rawhide chews, bones, or items that could pose a choking hazard.

We are not responsible for lost or damaged items.



DOWNTOWN PUPS

Daycare Policies and Guidelines

6. Behavior & Safety Guidelines

Aggressive Dogs:

Dogs displaying aggressive behavior towards other dogs or staff will be removed from group settings immediately. If aggressive behavior persists, we reserve the right to deny further daycare services.

Behavioral Expectations:

All dogs must be socialized and able to interact safely in group settings.

Dogs must be comfortable away from their owners. Excessive stress or anxiety may require early pick-up.

Accidents & Injuries:

While we prioritize safety, minor accidents (e.g., scratches or play bites) can occur.

In the event of a significant incident, we will contact you immediately and, if needed, take your dog to the nearest veterinarian.

Leash & Collar Policy:

Dogs must arrive and leave the facility on a leash.

Collars must be quick release, secure, and free of dangling tags or accessories that may pose a safety risk.

7. Other Terms & Agreements

Emergency Contact Information:

Ensure your emergency contact details are up to date and that they are available during daycare hours.

Photo/Video Release:

By agreeing to these policies, you consent to your dog's photo or video being used for promotional purposes unless otherwise specified.

Agreement

By enrolling your dog at Downtown Pups, you acknowledge and agree to all the above policies and guidelines. If you have any questions or concerns, feel free to reach out at 804-446-2592.

Thank you for trusting us to care for your furry friend!



DOWNTOWN PUPS

Liability Waiver

We at Downtown Pups strive to provide a safe and enjoyable environment for all dogs in our care. However, participation in daycare activities and dog socialization involves inherent risks. By signing this waiver, you acknowledge and accept these risks and agree to the terms outlined below.

1. Assumption of Risk

I, the undersigned, understand and accept that:

- Dogs are unpredictable animals, and interactions between them can result in injuries such as scratches, bites, or other harm.
- Participation in group play, daycare activities, or outdoor exercises may lead to minor injuries, illness, or stress-related behavior changes.
- Despite the supervision and precautions taken by Downtown Pups, accidents, injuries, or unforeseen incidents can occur.

2. Health and Behavior Acknowledgment

By enrolling my dog at Downtown Pups, I certify that:

- My dog is in good health, free from contagious diseases, and up-to-date on all required vaccinations.
- My dog does not have a history of aggressive behavior toward humans or other dogs.
- I have disclosed all relevant health, behavioral, or medical conditions about my dog to the daycare staff.

3. Waiver of Liability

I agree to release and hold harmless Downtown Pups, its staff, and representatives from any liability, claims, or damages arising from:

- Injuries, illnesses, or conditions that may result from my dog's participation in daycare activities.
- Injuries caused by other dogs while in the care of Downtown Pups.
- Loss, damage, or destruction of personal property brought into the daycare.

Signature & Acknowledgment

By signing below, I acknowledge that I have read, understood, and accepted the terms of this liability waiver.

Name: (Owner) _____

Signed:(Owner) _____

Date: ____/____/____



DOWNTOWN PUPS

V e t e r i n a r i a n R e l e a s e

I, _____, hereby grant authorization to Downtown Pups to seek veterinary care for my dog, _____, under the following conditions:

Contact Information: I will furnish Downtown Pups with the contact details of my preferred veterinarian and an emergency contact person.

Emergency Care: Should neither I nor my emergency contact be reachable in a timely manner, I authorize Downtown Pups to seek emergency veterinary care for my dog if deemed necessary for their health, safety, and well-being.

Treatment Authorization: In case of an emergency, I authorize Downtown Pups to communicate with and seek guidance from the veterinarian, as well as to make decisions on my behalf regarding the health and well-being of my dog. This authorization extends to medical treatments, surgeries, diagnostics, procedures, and medication administration, among other necessary actions.

Treatment Fees: I acknowledge that I am liable for any and all veterinary expenses incurred for the care and treatment of my dog. I agree to promptly reimburse Downtown Pups for any reasonable and documented expenses accrued for emergency veterinary services.

By signing below, I confirm that I have thoroughly read and comprehended the aforementioned veterinarian release agreement.

Name: (Owner) _____

Signed:(Owner) _____

Date: ____/____/____