



SERVICE REQUEST FORM

**Travel worry-free,
knowing your pet is at
home.**

I have found the logistics are best covered with a series of questions that we can go over together or you can fill out at your own convenience.

1. We are traveling to (City/State/Country) _____

2. We plan to depart Las Vegas on (date) _____
_____ at approximately (time) _____

3. We would like you to begin your pet sitting assignment on _____ (date) _____
_____ at approximately (time) _____

4. We plan to return to Las Vegas on (date) _____
_____ at approximately (time) _____

5. We would like you to end your pet sitting assignment on (date) _____
_____ at approximately (time) _____

6. Number of days you would like me to visit your home: _____

a. One visit at \$18: _____

b. Two visits for \$35: _____

c. Three visits for \$52: _____

7. Home Wifi Username: _____

8. Home Wifi Password: _____

9. Name or Place of lodging(Hotel/relative's house)_____

10. Phone number where I (we) can be reached (if any)_____

11. E-mail address where you can reach us (if any)_____

12. Let me know if you would like me to e-mail or call you about your pets while away, or otherwise feel free to call or e-mail me to check up on them at any time__

13. Phone number and names of nearby relatives, friends, or neighbors who I might contact in case of emergency involving your home or pet(s)_____

14. Might other people be stopping by your house while you are away?(i.e. landscapers, housekeeper, pool guy)_____

15. Who is your Veterinarian? Or is there someplace else you usually take your pet? Include phone number_____

16. If your Veterinarian is not 24 hours, what is the name and location of the nearest emergency animal hospital _____

17. Please either sign the "Authorization for Treatment" document enclosed or create one of your own which would give me the authority to have your animal treated while you are away in the event of an emergency.

18. Would you like me to pick up the mail? Where will you leave the mailbox key? _____

19. When shall we arrange for me to pick up a house key and/or the garage door opener before you leave? _____

20. Is there an alarm on your house I will need to set? _____

21. Do you want me to park in the garage? On the street? On the driveway? _____

22. Any special needs for your pet(s) such as: medication? _____

23. Which rooms to stay within your home, restricted areas of the home for me and/or your pet: _____

24. Treats you want me to give your pet(s) people food allowed? _____

25. Feeding Schedule (Free feed/once/twice a day/quantity/time) _____

26. Activity you want me to look out for (past injuries/ailments) _____

27. What have I left out? Any other special requests or items I should know about before I get the chance to have fun with your pet? _____

Additional Comments:

I accept Apple Pay, Venmo (@Karen-Emptage), cash or check.

Please make checks payable to Dog Duty, 4588 Brently Place, Las Vegas, NV 89122. For new clients, payment is due on the first day of service.

Once we have established a payment history, I will provide email invoices on the last day of every month (for daily/weekly clients). For my travel/vacation clients, I will happily prepare an invoice for your review prior to your departure. Simply reply to my email that all is accurate!

Signed: _____

Date: _____

Pet owner

Signed: _____

Date: _____

Your Pet Sitter