

Dear Potential Sporty Dog Walker or Pet Sitter,  
Thank you for your interest in working with The Sporty Dog.  
After looking over the information you have received, **please copy/paste this Application Packet** with your complete answers to [Lauren@thesportydog.com](mailto:Lauren@thesportydog.com) We will then contact you for an interview if you seem like a viable candidate for the job(s) we have available.

## Working With THE SPORTY DOG as an IC/ Professional Dog Walker and Pet Sitting Specialist

### The Sporty Dog, Inc. APPLICATION FOR EMPLOYMENT

Position(s) applying for: \_\_\_\_\_

Social Security #: \_\_\_\_\_

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

DOB: \_\_\_\_\_

DL: \_\_\_\_\_

**CELL PHONE:** \_\_\_\_\_

Address: \_\_\_\_\_

E-mail address \_\_\_\_\_

Do you check email/texts at least once a day? (check one)  yes  no

Available Start Date: \_\_\_\_\_

**May we do a criminal and background check on you?**  yes  no

**Sign here to give your authorization:** \_\_\_\_\_

Do you have reliable transportation?  yes  no

Do you have any physical limitations that would hinder your performance in the position applied for?  yes  no If YES, please explain

Do you own any pets?  yes  no If yes, state types: \_\_\_\_\_

Have you done any pet care in the past?  yes  no

State details: \_\_\_\_\_

EDUCATIONAL HISTORY: Highest level of schooling achieved \_\_\_\_\_

**PET/HOUSESITTING REFERENCES:**

**Name Phone Type of pets/overnights or visits?**

1. \_\_\_\_\_

2. \_\_\_\_\_

In case of emergency NOTIFY: Name/Phone \_\_\_\_\_

PREVIOUS JOB EXPERIENCE: Please list your present employer, and last 2 previous employers and employment duration.

Name Phone Duration/Reason for leaving

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**May I contact the above employers for a reference?**  yes  no

By signing below I agree that the above information is accurate:

Signature \_\_\_\_\_ Date \_\_\_\_\_

Do you have daily access to the Internet and the ability to communicate effectively by returning phone calls, texts and emails promptly? Yes/No

Can you do mid-day walks between the hours of 11 am and 4:00 pm Monday-Friday? Occasional Sat/Sun Walks.

Are you available to work at least two weekends a month?

Are you available to do long-term pet sitting assignments? (i.e. a w/multiple visits/day)?

Do you own an insured vehicle?

Have you ever been convicted of a crime? Yes/No

Do you have any experience working with pets? Yes/No  
Please explain

What types of pets have you worked with?

**Can you housesit or do pet visits over all holidays including Thanksgiving, Christmas, New Years, and Easter? If no, for which holidays are you unavailable?** \_\_\_\_\_

**List 3 words that would describe why you make a great pet sitter or dog walker:**

\_\_\_\_\_

**Are you available for at least six months to work on an ongoing basis with The Sporty Dog?**  
yes no

**If NO, why not?** \_\_\_\_\_

**Do you have any credit, criminal, or driving offenses?** yes no

**If yes, please explain (use additional page if needed):** \_\_\_\_\_

\_\_\_\_\_

**Check here if you have another job/source of income? Describe:** \_\_\_\_\_

**How many hours per week do you work at your present job?** \_\_\_\_\_

**Please list approximate hours per week you are available:** \_\_\_\_\_/per week.

Please check what animals you feel comfortable and/or have experience caring for: Dogs  
Cats Rabbits Parrots Horses Snakes Pocket Pets Lizards Chickens

Please tell us why you are interested in pet visits, dog walking and/or house and pet sitting and how you will be an asset to The Sporty Dog.

### The Sporty Dog, Inc. Dog Walker Schedule Availability:

Please list the hours you are available on the days below for dog walking. **(10 a.m. to 1:00 p.m. or 11:00 a.m. to 3:00 p.m. are the hours most suited for walking and you must be available for at least two non-consecutive days: M/W/F or T/TH as an example.)** This will help us determine how we can best work together in the future. Please list the hours that you expect to be available for dog walking for the **next six months**. Thank you!

Monday: \_\_\_\_\_

Tuesday: \_\_\_\_\_

Wednesday: \_\_\_\_\_

Thursday: \_\_\_\_\_

Friday: \_\_\_\_\_

Saturday: \_\_\_\_\_ Sunday: \_\_\_\_\_

*Vacation dates I have already scheduled:* \_\_\_\_\_

Which position(s) are you interested in? (Check all that apply)

CatVacationVisits Y N DogVacationVisits Y N PetTaxi Y N Dog Hiking Y N  
OvernightPet/Housesitting Y N DogWalking Y DogBoardinginmyhome Y N

### What is The Sporty Dog, Inc.

**The Sporty Dog** is a full-service, in-home, pet sitting and dog walking company. The pet care professionals contracted by The Sporty Dog travel to our clients homes to perform the pet sitting and dog walking duties outlined by our customers.

Our clients are located primarily in the following areas:

### Zip Codes & Towns Serviced:

- *\*Primarily South Austin (78704, 78745, 78746, 78748 etc.)*
- *Downtown 78701 areas*
- *East Side 78702 areas*
- *Central 78751 areas*
- *Portions of SouthWest-West Austin 78735 areas*

### ***We provide three types of services:***

- 1. **\*Dog walking:** 1-3 visits per day, usually 30 minutes, Monday through Friday, to visit and walk dogs while their owners are at work. Occasional Sat/Sun. walks or dog hikes etc.*
- 2. **In-home pet sitting:** while clients are away, we visit AM/PM to their home 1-4 times per day to walk, feed and care for their pet/s.*
- 3. **Overnight, in-home pet service:** spend the night in our clients' homes. Includes a dinner and morning visit. (8pm-8am).*

## **Working With The Sporty Dog**

### **What is essential to work with The Sporty Dog?**

You must:

- Have a valid drivers license and access to a reliable, insured vehicle.
- Have daily access to the Internet and the ability to communicate effectively by returning emails and phone calls PROMPTLY.
- Be familiar with the service area.
- Commit to at least 6 months or longer as the pet's and clients want to develop a relationship with you.
- Be able to provide professional references.
- Submit a current background check to Pet Nanny.
- Complete Pet First Aid Training.
- You able access our mobile phone application while performing duties. (Smartphone.)

### **Positions with The Sporty Dog, Inc.**

**\*\*Mid Day Dog Walkers** must be available to walk dogs, **Monday through Friday between the hours of 11:00 AM & 4:00 PM.** The number of dogs you'll walk on any given day will vary based upon the clients' schedules and when they need pet care. You must be available all of these days and all of these hours. **We will not be able to consider those who are only available a few days per week or for only certain hours of the 11-3 time block.**

**Pet Sitters/ House Sitters** must be **available for assignments at least (2) weekends per month** and either Thanksgiving, Christmas, or Easter AND either Memorial Day or Labor Day.

Pet Sitters visit our client's home multiple times per day, therefore need available for AM, (7-9AM) EVENING (4-6 PM) & LATE NIGHT (7-9 PM) visits.

Sitters contracted by The Sporty Dog can either be classified as a **Mid Day Dog Walker, a Pet Sitter, a House Sitter or any combination of the three positions**. This based on your availability and what services you're interested in offering to our Sporty Dog clients'.

We keep our sitters assignments as close to their "home base" as possible to increase their profit.

The usual travel distance is **2.5 to 8 miles, with a max distance of 10 miles...** unless they have agreed to travel further.

**Note:** For house sitting assignments, sitters can travel further because their "home base" is the client's home.

**Dog Walkers build their regular schedules by either inheriting the walks of another sitter who is no longer able to offer their services to The Sporty Dog, or by adding on new clients that sign-up for service.** Our regular mid-day clients maintain the same "walker" until their relationship with The Sporty Dog ends or until the walker is no longer contracted by The Sporty Dog. Our walkers visit their same clients in their route Monday through Friday based on the clients booking schedule through the App. You will check in/check out providing a GPS update, Pet Report and Pet Pic for each walk or pet visit.

\*\*\*\*Please note: You must have a car and a deep love for dogs to apply for this position! Must also be able to self-manage and must be comfortable walking in inclement weather.\*\*\*\*

#### **Job description for Dog Walkers:**

- After being hired, you will go to an initial interview to meet the owner and dog(s) to see if it is a good fit for you. You will not be compensated for the interview as it is a chance to see if the dogs are a good match for you and vice versa. If you need to make additional visits before starting with a particular client (shy dog or other reasons), you will be compensated for additional visits.
- If you want to walk multiple dogs or if you want to take dogs to a trail or dog park, your car must be 'dog-friendly.' Please be aware that dogs may shed in your car and/or may track mud in during inclement weather. A heavy blanket and towels will help protect your car.
- Even when it is raining, dogs still need to go out. Dogs won't need to go out for the normal time of 30 minutes; you can walk them for 15-25 minutes during inclement weather and play inside the rest of the time.

Do you feel comfortable driving/walking in inclement weather?

Yes  No

- If dogs get dirty on hike or walk, please hose them off and towel dry them (owners will provide towels) before putting them back in house. The owner will thank you!
- A flexible time frame will be given to you by me or pet owners in which to walk the dog(s). This usually is a 2- or 3-hour window during mid-day hours (11-4 is the usual time frame for walks).

- At the initial client interview, you will be given a key to client's home or shown where the lockbox is.
- Occasionally, clients may be home sick or taking a day off at home; please be aware that even if you don't see client, client may be home and dogs must be walked. Please put the key in your pocket as soon as you get in the house, so you don't leave it inside and lock yourself out!
- Even if you are walking a very friendly dog (and most of them are), remember that some of the dogs you will see on the walk are NOT friendly. Keep the dog you are walking away from other dogs until you are certain the dog you see is friendly.
- You will initially start out walking one or two dogs at a time. If you want to walk more, we can work you up to three dogs at a time. We at The Sporty Dog do not walk more than 3-4 dogs at one time.
- All dogs must be leashed during the walk unless clients have specifically requested off-leash (and signed the waiver) and verify that dog responds to voice commands.

**Please sign the auto liability release form below for dog walking:**

I have a car that is 'dog-friendly.' I agree not to hold The Sporty Dog and/or clients liable for any damage should any damage occur to my car while transporting dogs while under the employment of The Sporty Dog.

**Signed** \_\_\_\_\_ **/date** \_\_\_\_\_

**Print Full Name** \_\_\_\_\_

**Make/Model of car:** \_\_\_\_\_

**If you do NOT wish to transport dogs in your car, please sign below:**

I am aware that I can walk the dog in the immediate neighborhood, and therefore, will NOT transport dogs in my car. I am also aware that this means I will only be able to walk one dog at a time.

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_

**Print Full Name** \_\_\_\_\_

**Pet Sitters** are chosen as the "primary sitter" for a client by the service areas that they cover and by their availability. After a sitter is assigned as the "primary sitter," The Sporty Dog will make every attempt to book that same sitter for the client for later bookings. If the primary sitter is unavailable then The Sporty Dog will assign a secondary sitter to the assignment using while The Sporty Dog sitters do their best to cover in cases of emergencies, this is not a job where "calling in sick". The pets in your care depend on you to complete your assignments and **(1) no-call; no-show is cause for immediate termination of assignments.**

**Cat and Dog Vacation Visitors Job Description** The Sporty Dog uses the Time to Pet App and each job will show up on your schedule with all the details about the visit. will call/email you with dates that client will need you and

- All pet info will be under the Pets Section on the App. You will check in/check out and send a GPS Pet Report, Route, and Pet Pic.
- Visit times are generally:   30   minutes for dogs and   20-25   minutes for cats.
- The time will be spent walking the dog(s), feeding the animal(s), cleaning up any messes you (or they) have made (counter and spoons cleaned), scooping the litter box daily, mail and paper pickup, and any light watering for indoor/outdoor plants. If you have time left over, you can sit with the dog(s) and/or cat(s) and play with and pet them.
- Pet sitting visits are usually done at approximately the same time each day to maintain continuity for the dog(s), cat(s) and/or bird(s). Most cat visits are once daily, and that time can (usually) be as suits your schedule. If the visits are twice daily for dogs and cats, please do one visit in the morning (7-9 a.m.) and one visit in the early evening (6-8 p.m.) unless the client requests otherwise.
- You will receive a key/access code to the house. Please put the key in your pocket the moment you arrive in the house, so you do not leave the key in the house and lock yourself out!
- Please also respect client confidentiality. Do not bring your friends or children to the house or tell anyone that a particular client is away.
- Due to the bonding that occurs between sitter and animal(s), we require at least a six-month commitment to work with our company on an ongoing basis for any position with The Sporty Dog. Please let us know if you have any questions about this or are unable to commit to us for the next six months.

**Most pet sit "assignments" are one week or more, but some may include weekends. I prefer hiring sitters that are available for both.**

**Are you available for both week+ pet sit visits as well as occasional weekends?**

  **yes**   **no**

**(Rates will be discussed more thoroughly at time of face-to-face interview.)**  
***You will be classified as an independent contractor of The Sporty Dog, Inc.***  
***Therefore, we will not withhold taxes from your paycheck but will supply a Form 1099 at the end of the year (providing you earn more than \$600 in one year).***  
***Pet sitters are typically paid after the conclusion of a pet sitting assignment.***

Are there any upcoming dates within the next six months for which you will not be able to sit? If so, please list them below:

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By signing below, if you are hired by The Sporty Dog, you agree to the terms above including not having anyone in the client's home while you are pet sitting.

**Sign** \_\_\_\_\_ **Date** \_\_\_\_\_  
**Print Name** \_\_\_\_\_

### Job description for Overnight Pet/House Sitter:

- The Sporty Dog Manager will call you with the dates of a potential housesit as well as the location and description of animals to be cared for. We will then determine a mutually agreeable time for you to meet client and pet(s) for an initial interview.
- The initial interview will include you, the client, and the pet(s). At the interview, please take notes on the client interview sheet provided by The Sporty Dog.
- Most overnight jobs range from two nights to three weeks. We prefer to hire sitters who are available for both durations of sits. Are you available for both short and long durations? ✍ **yes** ✍ **no**
- Some dogs need mid-day walks, in addition to morning and evening walks. Does your daytime schedule allow for a quick mid-day visit between 11-2? ✍ **yes** ✍ **no**
- We require that you call/text The Sporty Dog office after you've met the client at the initial interview and also at the start of the pet sitting job. If you are at a sit longer than one week, please call once a week to check in.
- House duties: Most overnights require some plant care. Please be sure to water plants as needed. You are not required to clean the house, but we ask that you clean up after yourself and leave it looking the way you found it. Sheets will be clean and on the bed for you. Please wash them and put clean sheets back on the bed before you leave.
- You are not required to be there 24 hours a day, but you are at least required to be at the house between 7 p.m. and 7 a.m. (plus a mid-day visit if requested). Please note: If you have a time conflict with this, please let us know; we can usually work it out with the client with advance notice.
- Please do not use client's computer for any reason even if they grant permission. You are welcome to bring your own computer and discuss with client how to connect your computer to the Internet during your stay.
- Our company policy requires that you do not allow anyone else to enter the client's home during your stay there.

**\*\*\*Due to the nature of house sitting and the bonding that occurs between sitter and animal(s) (and owner with sitter!), we require at least a 6-month commitment to work with The Sporty Dog on a continual basis. This does not mean that you must agree to every job for which we request, but it does mean that you are willing to commit to working with The Sporty Dog on an ongoing/as needed basis for at least six months.**

Are there any upcoming dates within the next six months for which you will not be able to sit? If so, please list them below:

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I have read the above description about pet/house-sitting and agree to the terms above including not using client's computer and not having guests at the client's home.

Sign \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_



## **Working as an Independent Contractor**

The Sporty Dog chooses to work with independent contractors (**IC's**) to perform the pet care duties outlined by our customers. An independent contractor is someone who runs his or her own business or works for other companies. **IC's are able to work for many companies at the same time.**

As an independent contractor **you're paid a percentage rather an hourly rate.**

- ▶ 50% for each pet sitting assignment, registration meeting and pre-departure meeting.
- ▶ 50% for each premium service. Rates for these services are still being determined, at a premium price.
- ▶ 50% for each overnight stay

## **Long-Term Relationship**

The Sporty Dog is interested in working with IC's who want to build a long-term relationship with our company and its clients and those interested in promoting The Sporty Dog in a positive way and always remaining professional while on the job and being respectful of people's homes etc. It's not a good position for those trying to find interim work while in- between jobs or trying to "figure-out" what their next step is. Our clients come to trust their assigned Sporty Dog Walker or Pet Sitter and appreciate it when they're able to grow a trusted relationship with that person.

## **Compensation**

- ▶ Your percentage is 50% of every visit you make.
- ▶ Visits range from \$20-\$75.
- ▶ 50% of each premium service. Rates for these services are still being determined, but are charged at a premium price.
- ▶ Your compensation for house sitting is 50%.
- ▶ Your compensation for initial meet and greets is 50%.
- ▶ You're paid typically at the end of the week depending on if you work Friday, Saturday, Sunday. Venmo or Paypal is typically the preferred direct transfer of payment.