



Client: _____

Pet(s): _____

Check-In Date: ____/____/____

Check-Out Date: ____/____/____

Best Contact Number: () _____-_____



Please list any changes to your pet's boarding profile (medications, emergency contact numbers, diet, etc.)

Feeding Instructions: _____

Medication(s): _____

Veterinarian: _____

Other: _____

Approved Visitors: _____

People Approved to Pick Up: _____

In an attempt to provide the best quality service for you and your pet we want to make sure every pet(s) leaves here as clean or cleaner than when he/she visited our facility. Can we use cologne on your pet(s)?

YES **NO**

Would you like to have you pet to have a bath or to be groomed while he/she is staying at the resort?

YES **NO**

In the event of an illness or emergency, should we (please initial next to one of the choices):

_____ Call the veterinarian that we have on file (if other than Bartels Busack Pet Hospital).

_____ Go ahead and treat my pet and I will take care of the charges when I pick up.

You Can Treat up to \$ _____

Have there been any physical changes in your pet (please mark all that apply):

_____ Weight Loss _____ Increased Drinking _____ Decreased Appetite

_____ Vomiting _____ Diarrhea

Client Agreement



Client/Authorized Representative (please initial on each line)

_____ **Luxury Suites/Joining Runs:** Check Out is at 1pm (or earlier). Pet's that are not picked up by 1pm will be subject to a late pick up surcharge of \$26, unless otherwise scheduled for hospital or grooming services. Exceptions may be made by Bartels Busack Pet Resort Staff. **Proper Photo ID may be required for pick up.**

_____ **Deluxe Runs:** Check Out is any time Mon- Sat 8:00am-6:30pm and Sun 10am-3:30pm. Pet's that are not picked up by closing will be subject to another night's room charge. Exceptions may be made by Bartels Busack Resort Staff. **Proper Photo ID may be required for pick up.**

_____ Bartels Busack Pet Resort & Spa will not admit or discharge any guest outside of normal business hours. Exceptions may be made by Bartels Busack Pet Resort Staff.

Monday – Saturday	8:00am-7:00pm
Sunday	10:00am-4:00pm

_____ Bartels Busack Pet Hospital Resort & Spa is not open for business on 6 holidays: **New Year's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day and Christmas Day.**

_____ To the best of my knowledge my pet has not been exposed to any contagious diseases within the last 30 days. My pet is current on all the required vaccines before coming in to the facility.

Canine: Rabies - 1 year or 3 year
Distemper/Parvo - 1 year or 3 year
Leptospirosis – Given within the last year
Bordetella – Given within the last 6 months
Influenza – Given within the last year

Feline: Rabies – 1 year or 3 year
FVRCP – 1 year or 3 year
Leukemia – Given within the last year

_____ If fleas are found on my pet, upon entrance to Bartels Busack Pet Resort. I understand that an exam will be required and my pet(s) will be treated with CapStar and ParaStar/Easy Spot at the owner's expense. If worms are detected, we will attempt to contact the owner 1 time. If we do not hear from the owner within 24 hours, the pet(s) will be treated for worms at the owner's expense.

_____ I understand if my pet damages any of the furniture (estimated bed cost \$220-\$310), or the room itself while staying at Bartels Busack Pet Resort, I will be held responsible for any and all costs associated with the proper repair or replacement of the damaged material. I understand that Bartels Busack Pet Resort is not responsible for the repair or replacement of any toys, blankets or other belongings that I bring into the resort that my pet damages.

_____ I hereby agree that all information provided in this document and the boarding profile is accurate and up-to-date and agree to pay (at check-out) for all services I have requested herein.



Signature: _____ **Date:** ____/____/____

Room Service



Canine

<u>Activity</u>	<u>Quantity</u>	<u>How Often</u>
_____ Massage Therapy (\$15 for 15 min)	_____	One time / Every other Day / Daily
_____ Bed Upgrade (\$5 per Day)	_____	One time / Every other Day / Daily
_____ Buddy/Lap Time (\$15 per Session)	_____	One time / Every other Day / Daily
_____ Bottled Water (\$2 per Day)	_____	One time / Every other Day / Daily
_____ Exit Bath (\$25) A Clean Up bath, no nails, no glands, no brushing.	_____	One time / Every other Day / Daily
_____ Additional Potty Breaks (\$3 per Day)	_____	One time / Every other Day / Daily
_____ Day/Evening Stroll Through State Road Park (\$14 for 15 min or \$22 for 30 min)	_____	One time / Every other Day / Daily
_____ Teeth Brushing (\$12) Includes Finger brush Additional Brushings (\$6)	_____	One time / Every other Day / Daily
_____ Frosty Paws (\$3.50 per Treat)	_____	One time / Every other Day / Daily
_____ Poochy Pedicure (\$12 w/ full grooming or \$26 w/o grooming)	_____	One time / Every other Day / Daily
_____ Peanut Butter Kong (\$4 per Kong) <small>Kong Toy must be provided by the owner or purchased</small>	_____	One time / Every other Day / Daily
_____ Grooming or Bath (Breed Specific)	_____	One time / Every other Day / Daily
_____ Relaxation Massage (\$15 for 15 minutes additional \$1 per minute after)	_____	One time / Every other Day / Daily
_____ Day Care (\$10 per Day or \$7 for ½ day)	_____	One time / Every other Day / Daily Must be current on Day Care Reqs.



Feline

<u>Activity</u>	<u>Quantity</u>	<u>How Often</u>
_____ Massage Therapy (\$15 for 15 minutes)	_____	One time / Every other Day / Daily
_____ Mouse Toy (\$1 per Toy)	_____	One time / Every other Day / Daily
_____ Cat Grass/Nip (\$5 per bundle)	_____	One time / Every other Day / Daily
_____ Bed Upgrade (\$5 per Day)	_____	One time / Every other Day / Daily
_____ Buddy/Lap Time (\$15 per Day)	_____	One time / Every other Day / Daily
_____ Bottled Water (\$2 per Day)	_____	One time / Every other Day / Daily
_____ Bath (Breed Specific)	_____	One time / Every other Day / Daily
_____ Teeth Brushing (\$12) Includes Finger brush Additional Brushings (\$4)	_____	One time / Every other Day / Daily
_____ Frosty Paws (\$3.50 per Treat)	_____	One time / Every other Day / Daily
_____ Grooming (Breed Specific)	_____	One time / Every other Day / Daily
_____ Relaxation Massage (\$15 for 15 minutes additional \$1 per minute after)	_____	One time / Every other Day / Daily

Luggage

Please mark any belongings that you have brought with your pet(s). If an item is not listed below please use that allotted space to write it in and mark it. You **do not** have to fill in any descriptions the Resort & Spa staff will do that for you to help provide a speedier check-in.














Item	(Staff Section) Description
<input type="checkbox"/> Collar	
<input type="checkbox"/> Leash	
<input type="checkbox"/> Bowls	
<input type="checkbox"/> Bones	
<input type="checkbox"/> Rawhides	
<input type="checkbox"/> Treats, Biscuits	
<input type="checkbox"/> Blankets	
<input type="checkbox"/> Sheets	
<input type="checkbox"/> Squeaky Toys	
<input type="checkbox"/> Stuffed Animals	
<input type="checkbox"/> Towels, Blankets, Area Rugs	
<input type="checkbox"/> Kong	
<input type="checkbox"/> Bill Jack	
<input type="checkbox"/> Cheese	
<input type="checkbox"/> Canned Food	
<input type="checkbox"/> Dry Food	
<input type="checkbox"/> Medications	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

STAFF ONLY SECTION

I have certified with the owner that the information contained in this packet is true and correct to the best of my knowledge and the client's knowledge. I have checked the above belongings to make sure everything that the client claims was presented with the pet is there and documented any descriptions to ensure that everything stays with their pet.

Staff Signature: _____

STAFF ONLY SECTION (Cont.)

-  Greet the client and the pet
-  Check vaccines and all other paper work before the pet is admitted into boarding.
-  Make sure client has a boarding profile on file, if not have them fill one out
-  Double check all vaccines are current
-  Before taking the pet into the resort be sure to check its:  Teeth for tartar
 -  Ears for any wax or debris.  Fur – comb the coat to check for fleas and to be sure there are no signs of skin infection.
-  Place an ID collar around the pets neck
-  Check in all Pet Belongings and place them into a green back pack
-  Ask if there are any special service that the client would like while their pet is staying with us at the resort and spa.
-  Repeat all instructions given by the client back to the client to be sure that we did not miss anything.
-  If everything above is checked, and the client does not have any other questions, take the pet into the resort.