



INTAKE FORM HOME VISIT FOR PETS

DATES

From: _____ Until: _____

☐ 1 home visit a day / ☐ 2 home visits a day

Visit duration _____

Visiting hours _____ , _____

PET OWNER INFORMATION

Name: _____

Address: _____

Phone: _____

Email: _____

Preferred contact method: ☐ Pawshake message ☐ mobile phone ☐ email ☐ text / WhatsApp

Access to the home: ☐ key ☐ security code: _____

PET INFORMATION

Name: _____	Name: _____
Species: _____	Species: _____
Age: _____	Age: _____
Colour: _____	Colour: _____
Sex: Male / Female	Sex: Male / Female
Name: _____	Name: _____
Species: _____	Species: _____
Age: _____	Age: _____
Colour: _____	Colour: _____
Sex: Male / Female	Sex: Male / Female

MEDICAL INFORMATION & EMERGENCIES

Medical conditions: _____

Medication needs: _____

Medical insurance: Y / N - insurance carrier: _____

Preferred vet: _____

Emergency contact (not travelling with pet owner):

1) _____

2) _____

Transport method in case of emergency: _____

Pawshake

FOOD INFORMATION

Food: _____
Treats: _____
Location of food & bowl: _____
Water: _____

CLEANING & GROOMING

What needs to be cleaned
(e.g. cage, area): _____
Cleaning frequency: ☐ every day ☐ every other day ☐ other: _____
Location of cleaning supplies
and bedding: _____
Waste disposal: _____
Grooming required? Y / N – location of grooming equipment: _____
Grooming instructions: _____

ROUTINE

Play: _____
Likes to be petted: Y / N – remarks: _____

OTHER TASKS

Emptying the letter box: Y / N
Taking out the bins: Y / N – timing: _____ Location: _____
Watering plants: Y / N – instructions: _____
Basic groceries on day of return: Y / N – what to get: _____
Other: _____

REMARKS

Date: _____
Signature dog sitter: _____
Signature dog owner: _____



KEY HANDOVER CONTRACT – PET OWNER’S COPY

Name of the pet owner: _____

Address: _____

Name of the sitter: _____

Period of the pet sitting assignment: from _____ until _____

The pet sitter has received one set of keys from the pet owner. The pet sitter will use these keys only for the purposes of the pet sitting assignment. He/she will not duplicate them or hand them over to a third party. In case of loss, he/she will immediately inform the pet owner.

The pet owner will hand the keys back to the pet sitter at the end of the pet sitting assignment in the following way:

☐ in person ☐ by dropping them in the letter box ☐ other: _____

Date and place _____

Drawn up in duplicate, one copy for the pet owner and one for the pet sitter.

Signature pet owner:

Signature pet sitter:



KEY HANDOVER CONTRACT – PET SITTER’S COPY

Name of the pet owner: _____

Address: _____

Name of the sitter: _____

Period of the pet sitting assignment: from _____ until _____

The pet owner has received one set of keys from the pet sitter. The pet sitter will use these keys only for the purposes of the pet sitting assignment. He/she will not duplicate them or hand them over to a third party. In case of loss, he/she will immediately inform the pet owner.

The pet owner will hand the keys back to the pet sitter at the end of the pet sitting assignment in the following way:

☐ in person ☐ by dropping them in the letter box ☐ other: _____

Date and place _____

Drawn up in duplicate, one copy for the pet owner and one for the pet sitter.

Signature pet owner:

Signature pet sitter:
