



## INTAKE FORM HOUSE SITTING FOR PETS

Period: \_\_\_\_\_

Time of arrival: \_\_\_\_\_

Time of departure: \_\_\_\_\_

### PET OWNER INFORMATION

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

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

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

Access to the home:  key  security code: \_\_\_\_\_

### DOG INFORMATION

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

Age: \_\_\_\_\_

Sex: Male / Female

Breed: \_\_\_\_\_

### 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: \_\_\_\_\_

# Pawshake

Emergency vet: \_\_\_\_\_

Emergency contacts (not travelling with dog owner):

1) \_\_\_\_\_

2) \_\_\_\_\_

## FOOD INFORMATION

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Food: \_\_\_\_\_

Feeding times: \_\_\_\_\_

Treats: \_\_\_\_\_

Location of food & bowl: \_\_\_\_\_

Water: \_\_\_\_\_

## CLEANING & GROOMING

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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

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Play: \_\_\_\_\_

Likes to be petted: Y / N – remarks: \_\_\_\_\_

Is allowed outside? Y / N – remarks: \_\_\_\_\_

## REMARKS

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## OTHER TASKS

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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: \_\_\_\_\_

# Pawshake

## LODGING ARRANGEMENTS FOR SITTER

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Where to sleep: \_\_\_\_\_

WiFi password: \_\_\_\_\_

Off-limits areas, if any: \_\_\_\_\_

Other: \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

Signature pet sitter: \_\_\_\_\_

Signature pet 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 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:  
.....



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.

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