



INTAKE FORM HOME VISIT FOR CATS

DATES

Start: _____ End: _____

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

Visit duration _____

Visiting hours _____ , _____

CAT OWNER INFORMATION

Name: _____

Address: _____

Phone: _____

Email: _____

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

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

CAT INFORMATION

Name: _____	Name: _____
Age: _____	Age: _____
Colour: _____	Colour: _____
Sex: Male / Female – Spayed/neutered: Y / N	Sex: Male / Female – Spayed/neutered: Y / N
Name: _____	Name: _____
Age: _____	Age: _____
Colour: _____	Colour: _____
Sex: Male / Female – Spayed/neutered: Y / N	Sex: Male / Female – Spayed/neutered: Y / N

MEDICAL INFORMATION & EMERGENCIES

Medical conditions: _____

Medication needs: _____

Medical insurance: Y / N - insurance carrier: _____

Preferred vet: _____

Emergency vet: _____

Emergency contact (not travelling with cat owner):

1) _____

2) _____

Transport method in case of emergency: _____

Pawshake

FOOD INFORMATION

Food: _____

Treats: _____

Food intolerances: Y / N: _____

Location of food & bowl: _____

Water: _____

CLEANING & GROOMING

Location of the cat litter box(es): _____

Cleaning frequency: ☐ every day ☐ every other day ☐ other: _____

Location of cleaning supplies: _____

Food intolerances: Y / N: _____

Waste disposal: _____

Change of bedding required? Y / N – location of extra bedding: _____

Grooming required? Y / N – location of grooming equipment: _____

Grooming instructions: _____

ROUTINE

Play: _____

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

Is allowed to go outdoors: 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 cat sitter: _____

Signature cat owner: _____



KEY HANDOVER CONTRACT – PET OWNER’S COPY

Name of the pet owner: _____

Address: _____

Name of the pet sitter: _____

Period of the pet sitting assignment: start _____ end _____

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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Signature pet owner:

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