



Office Use

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

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

- Pet/Owner info - Petexec
- Vaccinations - Petexec
- Schedule Daycare - Petexec
- E-TXT Database
- Welcome Newsletter Provided
- Induction Form - Filled out & Attached
- Added to waitlist if necessary

## Daycare Enrolment Form

Phone: (06) 769 9204

Email: [info@thehoundshangout.co.nz](mailto:info@thehoundshangout.co.nz)

[www.thehoundshangout.co.nz](http://www.thehoundshangout.co.nz)

120 Rifle Range Rd, Waiwhakaiho, New Plymouth, 4312

*To book an Induction Day we require the following:*

1. An Enrolment Form must be filled out & returned to us
2. Owners must read, understand & sign our Terms and Conditions
3. Proof of up to date vaccinations for your dog.

### Owners

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

Mobile Ph: \_\_\_\_\_ Work: \_\_\_\_\_

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

Mobile Ph: \_\_\_\_\_ Work: \_\_\_\_\_

Home Ph: \_\_\_\_\_

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

*Emergency Contact - Please state someone other than owner/s*

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

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

### Dog Information

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

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

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

Age/Birthday: \_\_\_\_\_

Gender:        M        F

Desexed:        Y        N

## Dog Health & Medical History

Vet Clinic: \_\_\_\_\_

Does your dog have any allergies? Y / N

Does your dog have any medical conditions or joint problems? Y / N

Does your dog require medication to be given at daycare? Y / N

If you answered yes to any of the above, please provide details:

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*Basic Dog Information:* Please fill out as much as possible, this information will provide us with a better understanding of your dog and their needs.

1. Where did you get your dog? SPCA, breeder, rescue, other (please specify)

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2. How long have you owned your dog?

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3. Are there any children or other dogs in the household? If yes, how many & what age?

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4. How much exercise does your dog get each day?

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5. Where does your dog spend most of their time during the day?

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6. Is your dog allowed on the furniture/beds at home?

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7. Does your dog require lunch to be fed during daycare? Y / N

**Please note:** Lunches are fed between 12 & 12.30pm - Do not bring lunch for your dog if they do not normally eat lunch - Lunch containers must be clearly named and collected upon pickup.

8. Are you happy for your dog to receive treats at daycare? Y / N

9. Is your dog crate trained/do you crate your dog? Y / N

10. Has your dog ever been in an altercation with another dog? Y / N – If yes please clarify:

11. How does your dog interact with dogs of the opposite size?

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12. Has your dog ever bitten or growled at a human for any reason? Y / N – If yes please clarify:

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13. Is there anything you know your dog is frightened, anxious or stressed by?

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14. Has your dog ever had a bad experience at another daycare or kennel? Y / N – If yes please clarify:

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15. Is your dog a known 'escape artist'? Y / N – If yes please explain why you think your dog escapes your property:

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16. What basic commands does your dog know?

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17. Have you and your dog been through any formal training? (Obedience, puppy class etc) Y / N - If yes please state:

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18. Where did you hear about us?

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*All dogs must attend at least once per week and attend on their set day/s each week - Please be aware your dog may need to move playgroups for suitability - If the correct group is at capacity, we may require your dog to be placed on our wait list.*

*Which day/s of the week would you like to enrol your dog?*

*Please circle:*

**Monday      Tuesday      Wednesday      Thursday      Friday**

*Owner Notes:*

# The Hounds Hangout Ltd Terms & Conditions

## 1. Vaccinations & Health

- All dogs attending must be vaccinated for Lepto, Parvovirus & Canine Cough.
- Vaccinations must be kept up to date whilst your dog attends daycare. A stand down period may be required if vaccinations are overdue or lapse. It is the owner's responsibility to keep vaccinations up to date whilst the dog is in attendance, yearly proof will be required upon request.
- All dogs must be free from any infectious illness or conditions that could potentially jeopardise other K9 members.
- If your dog is unwell or has an injury, we ask that they do not attend daycare until they are back to full health. In some cases, we will require vet approval to ensure it is safe for your dog to return.
- Owners must regularly check their dog's health and wellbeing. Please inspect your dog's eyes, ears, paws, skin & joints for any sign of discomfort or irritation. Dogs can share coughs, sniffles, eye infections and more – The Hounds Hangout staff may turn away or send home any dog, at any time, who is believed to be unwell, injured or not currently fit for daycare.
- Dogs are not able to attend daycare with stitches/staples, an Elizabethan collar or bandages.
- All dogs attending daycare over the age of 8 months old, must be neutered/spayed. Females can not attend daycare whilst in season and may need to remain away for a few weeks following.
- Flea and worm treatments must be kept up to date.
- Puppies can begin daycare from 16 weeks old subject to vaccination status.
- If your dog is fed in the morning, please feed at least one hour before arriving at daycare. This allows the food to digest before exercise.

## 2. Behaviour – Safety – Illness/Injuries

- Your dog must be generally well socialised with other dogs, and comfortable around humans to attend daycare. We may recommend further assistance or training if we believe The Hounds Hangout is not a suitable option for your dog. Your dog's mental wellbeing, happiness & safety is our priority in daycare.
- Certain behaviour will not be accepted or tolerated. This will be discussed with owners and may lead to the dog being denied service.
- Whilst your dog is on the premises & in our care, you authorise The Hounds Hangout Ltd to do whatever they deem necessary for the safety, management, health & wellbeing of your dog.
- You understand and accept any potential risks involved, including but not limited to, any injuries or illness that may occur whilst your dog is in attendance and you agree The Hounds Hangout Dog Daycare Ltd, is not liable for any vet bills or expense, resulting from any injury or illness beyond our control.
- In an emergency, if you, or the emergency contact person is unavailable, you authorise The Hounds Hangout staff to do whatever they deem necessary for the safety, health and wellbeing of your dog and you agree to assume full financial responsibility for any & all expenses incurred.

## 3. Payments & Daycare Rates

- Payments can be made online or in reception. We do not accept cheques. **Please note:** There is a surcharge for all credit card payments. Services & Pre-Paid concessions must be paid on the day your dog attends or in advance.
- **Daycare Rates** - Daycare \$40 per day, per dog: One dog attending one or two days per week or two dogs with the same owner attending one day per week - Daycare \$38 per day, per dog: One dog attending three or more days per week or two dogs with the same owner attending at least two or more days per week - **Purchase an 8 visit Pre-Paid concession & the 9th visit is FREE - Pre-Paid concessions must be paid in advance or on the day your dog attends.**

5. General

- The Hounds Hangout has the right to refuse service to any dog or owner at any time and for any reason.
- Drop offs are strictly between 7.30am & 9.30am – Please wait outside or in your car before 7.30am. Dogs arriving after 9.30am may be turned away.
- All dogs must arrive with a suitable collar and on a lead.
- On your dog’s first day (Induction Day) you must arrive at 7am & be available by phone throughout the day – Arriving later than 7:10am may result in rescheduling the Induction.
- No owner or persons associated with the dog may enter the daycare playrooms unattended or without the permission from a staff member.
- Opening hours are Monday to Friday 7:30am to 6pm. (We are closed every public holiday and the Christmas/New year weeks each year).
- You understand in failure to collect your dog by 6pm there will be an extra charge of \$15 for every 15 minutes you are late. If your dog is not collected by 7pm and we are unable to contact you, The Hounds Hangout staff will take it upon themselves to make arrangements for overnight care at your expense of an additional \$90 - \$200 per dog.
- The Hounds Hangout may use any photos or video footage taken, for our website, social media or marketing purposes. *Please ensure you discuss this with us if you prefer not to have your dog included in this.*
- Please ensure we have correct & current contact information at all times. Under no circumstances will we share your personal information unless authorised by you.
- For dogs requiring lunch, these are fed between 12 & 12.30pm - Please do not bring lunch for your dog if they do not normally eat lunch - Lunch containers must be clearly named and collected upon pickup.
- All dogs must attend at least once per week and on their set & agreed day/s of attendance. Please be aware your dog may need to move playgroups for suitability - If the correct group is at capacity we may require your dog to be placed on our waitlist.
- Please notify us as soon as possible if your dog will be absent from daycare. You can phone the landline (leave a voice message) or send us an email. **P:** (06) 769 9204 **E:** [info@thehoundshangout.co.nz](mailto:info@thehoundshangout.co.nz) . Alternatively if you would like your dog to attend as an extra, please contact us in advance to ensure we have a spot available (Please note not all dogs are suitable to attend as extras in an unfamiliar playgroup).
- The Hounds Hangout Ltd reserves the right to change these terms and conditions or daycare prices from time to time at its discretion, with notice via newsletter or email.

I / We .....(the owner/s)

of.....(Dogs name/s), have given honest and correct information regarding my/our dog and I / We have read, understand and accept The Hounds Hangout Dog Daycare Ltd Terms and Conditions.

Signature Owner 1 ..... Date:.....

Signature Owner 2 ..... Date:.....



## Induction & Assessment - First Day

*All dogs attending The Hounds Hangout Dog Daycare undergo an Induction assessment which takes place on the first morning of attendance and throughout their first day with us. It is designed to evaluate your dog's social temperament and to ensure they will feel comfortable in the off-lead 'group' environment. We may assess new dogs for the first 3-5 visits before deeming them suitable for daycare.*

- On your dog's first day, you must arrive at 7am - Arriving later than 7:10am may result in rescheduling your dog's Induction/first day
- An owner or caregiver must be available by phone throughout the day for any necessary questions or early pickup
- Dogs need to arrive with a collar and on-lead (*no spiked collars please!*)
- If your dog/puppy requires lunch, please bring this with you in a named container. Please collect your container at the end of the day
- The Induction fee is a one-off cost of \$15 (excluding the daycare fee)
- For safety reasons, owners are required to leave before existing daycare dogs turn up from 7:30am

*Arriving early allows The Hounds Hangout staff time to assess and bond with your dog one on one, this also gives him/her a relaxed opportunity to 'sniff out' the daycare premises where they will be spending their day. Being the first to arrive also allows your dog to meet the existing dogs one by one as they turn up, easing your dog into discovering new friends and their most suited playgroup.*

### During the Induction your dog will be evaluated for...

- Comfort level within the daycare environment
- Temperament & social skills, Any issues with aggression, resource guarding, anxieties, stress, excessive barking

*Remember daycare and the group environment is not suitable for every dog. If we believe your dog will not settle into daycare comfortably, please do not take offence. This does NOT mean you have a 'bad' dog. We are simply ensuring the well-being and safety of all dogs attending including yours. We realise some dogs are better suited and happier in alternative environments and can recommend other suitable options if needed.*