



8 Bosloerie Ave  
Rooihuiskraal  
Centurion  
[info@paws4all.co.za](mailto:info@paws4all.co.za)  
081 354 7964

## PET SITTING SERVICES FORM

### OWNER INFORMATION

Name \_\_\_\_\_ Surname \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_ City \_\_\_\_\_ Cell Phone \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Emergency Contact Name \_\_\_\_\_ Number \_\_\_\_\_

PLEASE INDICATE DATE RANGE FOR SITTING: \_\_\_\_\_ to \_\_\_\_\_

### PET SITTING INFORMATION / FEES: (No of pets not Limited mixed pets' households are welcome)

**SITTERS:** We take utmost care to make sure your pets have a best friend whenever you need us to, from daily visits to sleepovers or to keep their full day – “normal” routines. We have just the right sitter waiting to take care of your pets and will allocate the best suited sitter according to your information given through.

**RUN MY PETS HOUSEHOLD:** This entails a dedicated Sitter to stay at your house and take of all daily routines as well as sleep over during the time that you are not home (*pet sitters are not bound to be o premises 24/7 and may leave property for personal reasons or visits to shops etc. for 2 hours in morning 2 hours in afternoon and 2 hours in evening if or when they require to do so*)

#### STANDARD PET SITTING:

*includes 2 visits p/day by your sitter. Morning visit between 6:00 am & 12:00 am afternoon visit between 15:00pm & 8:00pm*

#### SLEEP OVER:

Note: Sleep over services does not entail staying on property 24 hours a day - the Sitter should be expected to be at your premises between 8:00pm – 6:00 am on sleep over days *and must be allowed with in reason to leave the house during this time for a maximum of 2 hours if or when they require to do so.*

#### DAILY CHECK IN:

1 visit per day – includes 1 x feed and play to just check if pets are happy fed and still healthy. A typical visit last about 20 – 25 minutes

#### Au pair Services:

- *This applies to walking of pets -2 pets max per walk if pets cannot be walked together fee will apply per pet walked*
- *pets going to and from Daycare/School or if pets that need to be transported somewhere upon your request. We will keep a logbook and bill this upon your return.*
- Please note pet walking will not be billed per km only when pets are traveling by vehicle. This service is an add on to any of the sitting day fees when required.



| SERVICE:   | HOW MANY DAYS:  | Fee: | TOTAL |
|--|---|------|-------|
| Run Pet's Household R550 /day  |   |      |       |
| Standard Pet Sitting R280 /day   |   |      |       |
| Daily Check-In R150 /day   |   |      |       |
| Sleep Over Sitting R400/day  |   |      |       |
| Au pair service R50per request<br>/day + R3.83/km for travel by car<br><i>(km's travelled are Billed in arrears with the final 20 %)</i> | Mon___ Tues___<br>Wed___ Thu___<br>Fri___ Sat___ Sun___ |      |       |
| Please tell us about your Au pair needs:   |   |      |       |

### PET INFORMATION

| Pet Name | Description/ Notes | Feeding instructions |
|----------|--------------------|----------------------|
|          |                    |                      |
|          |                    |                      |
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Medication Instructions: (please give pets names and instructions)

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I authorize Paws and ALL Pet sitting to act on my behalf in the event of my dog needing medical attention. I further agree that I will be responsible for all cost of any veterinary care deemed necessary by the licensed veterinarian.

Signature\_\_\_\_\_

Date\_\_\_\_\_

Initial\_\_\_\_\_



### GENERAL INFORMATION

Location of bowls \_\_\_\_\_ Extra Food \_\_\_\_\_ Treats \_\_\_\_\_

Location of leashes \_\_\_\_\_ Poop bags \_\_\_\_\_ Toys \_\_\_\_\_

Location of litter box \_\_\_\_\_

How do you dispose of waste \_\_\_\_\_

Cleaning supplies for "accidents" \_\_\_\_\_

Please tell us are pets secured in home/yard when left alone? \_\_\_\_\_

Instructions for hot weather \_\_\_\_\_

instructions for when it rains \_\_\_\_\_

### IMPORTANT PHONE NUMBERS

Vet contact number \_\_\_\_\_ Neighbour contact number \_\_\_\_\_

Will pet care responsibilities be shared with anyone else not affiliated with our company during your absence?  
YES NO

If YES, their Name \_\_\_\_\_ Phone \_\_\_\_\_

Details of job sharing arrangement \_\_\_\_\_

### ABOUT YOUR PROPERTY

#### ALARMS

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

#### HOME CARE

Do you want lights rotated, Windows opened or closed or have house plants watered \_\_\_\_\_

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

#### YARD CARE

Pooper scooper location \_\_\_\_\_ Where to dispose of waste \_\_\_\_\_

Location of sprinklers \_\_\_\_\_ Frequency/Duration \_\_\_\_\_

Location of pots to hand water \_\_\_\_\_ Frequency \_\_\_\_\_

Initial \_\_\_\_\_



## KEYS

House key \_\_\_\_\_ Gate remote \_\_\_\_\_ Alarm remote \_\_\_\_\_

Does anyone else have keys to your house? YES NO If yes, who \_\_\_\_\_

How will you like your keys returned \_\_\_\_\_

Note: SITTER CANNOT LOCK KEYS INSIDE OF HOUSE IN CASE OWNER DOES NOT RETURN AT DESIGNATED TIME

Any additional instructions

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## PAYMENT TERMS AND OPTIONS

**Terms:** To secure the Pet sitting service **80%** deposit needs to be paid upon making the booking

The remaining **20%** will be payable upon your return together with any traveling fees or additional fees billed due to special requests or services requested other than stated in this form.

### What to expect from Paws and All.

- You will receive a signed copy of this form.
- Quote
- Proforma invoice upon which you pay 80% of the fee to secure the pet sitting service.
- upon completion of the pet sitting duration with the 20% amount and any traveling of additional fees added.
- Final invoice
- Details of the Sitter that will be taking care of your pets on the day of the first visit
- "Pawesome" Pet Sitting

### Banking Details:

Bank: FNB

Acc Name: Paws4All Pty Ltd

Acc Nr: 63144246625

Acc type: Current

Branch Code: 251655

**PAYMENT REFERENCE:** Name and Surname

Initial \_\_\_\_\_



## TERMS AND CONDITIONS

For the purposes of this contract the Pet Sitting service and/or their representatives (Independent Contractor, or employees) will be referred to as PET SITTER and the Pet Owner will be referred to as OWNER. The parties herein agree to the following terms and conditions.

1. A minimum deposit of 80% of the total cost of Pet Sit is due at the time of initial consultation and the remaining 20% is to be paid at time of first or before

2. Refund & Cancellation Policy – If Owner plans to shorten their trip, they must give Pet Sitter a time of 7 working days to process and receive a refund for the days that they returned early. If Owner cancels their trip entirely a R200.00 fee will apply for all notification less than 21 days prior to scheduled sits.

Holidays—If Owner cancels, 50% of entire booking fee will apply for all notification 72 hours prior to scheduled sit. No refund on Holiday visits cancelled 72 hours or less before scheduled sits are to begin.

3. If Owner plans to lengthen their trip, they must telephone Pet Sitter a minimum of 12 hours in advance of last Pet Sit in order to be put back on Pet Sitters schedule. Owner agrees to pay all additional fees incurred promptly upon their return.

4. Owner will inform their veterinarian that a Pet Sitting Service will be caring for their pet(s) in their absence. If possible, Owner will make arrangements to have Veterinarian reimbursed for any service necessary during their absence by leaving their credit card # or pet insurance information on file at the veterinarian.

5. If a medical emergency arises for pet, Pet Sitter will make every effort to contact the Owner but if time is on the essence Owner authorizes Pet Sitter to seek medical services at the closest Veterinarian Hospital. Owner agrees to reimburse Pet Sitter for all costs of traveling or visits to pets in hospital.

6. In the unlikely event of illness or personal emergency to Pet Sitter, Owner will authorize Pet Sitter to arrange for another qualified person to fulfil responsibilities as set forth in this contract. Owner will be notified in such a case.

7. It is the Owners responsibility to make sure all of their pet(s) are current on their vaccinations. Should Pet Sitter be bitten or otherwise injured by Owner's pet(s), Owner agrees to pay all medical costs and lost wages incurred by Pet Sitter due to such injury.

8. Owner is responsible for any injury caused to Pet Sitter or the public by Owner's pet(s) or condition of Owner's premises.

9. In the event of inclement weather or natural disaster Pet Sitter will use their best judgment in caring for Owner's pet(s) and home but cannot be held responsible for any damage to home or injury to pet arising from such.

10. If a problem arises such as a pipe rupture, flooding, earthquake, fire, break in, animal destroying fence etc., Pet Sitter will make every effort to contact Owner and follow their instructions. If Owner cannot be reached or immediate action is necessary for the health, safety and welfare of the pet(s), Owner authorizes Pet Sitter to make any repairs deemed necessary by the Pet Sitter. The Owner agrees to reimburse Pet Sitter for all expenses incurred for repair of property and will hold Pet Sitter blameless for work done by other.

11. Owner is to notify Pet Sitter if anyone else has keys or access to Owner's property other than Pet Sitter during the time the Pet Sitter is caring for Owner's home and pet(s). Pet Sitter cannot be held liable for damage done to home and pet(s) by others with such access. In addition, Pet Sitter shall not be held liable for damage done by pet to either the interior or exterior of home when Pet Sitter is not there.

Initial \_\_\_\_\_



12. Pet Sitter is not liable for pets that are left outside alone or if they may escape when Pet Sitter is not in attendance.

13. Owner shall, at Owners sole expense, defend Pet Sitter against any claim or demand, whether well founded arising from any act(s) of Owner's pet(s) or relation to Owner's property. Owner shall indemnify and hold Pet Sitter free and harmless from all cost, expenses, and liabilities in connection with such claims or demands. These costs, expenses and liabilities include amounts paid in settlement before or after suit is commenced, attorney's fees and costs incurred by Pet Sitter in defending against such claims or demands.

14. Pet Sitter will provide the services stated herein in a reliable, caring, and trustworthy manner. In consideration of these services and as an express condition thereof, Owner expressly waives and relinquishes all claims against Pet Sitter except those arising from gross negligence or wilful misconduct on the part of Pet Sitter.

15. Should any section, provision or portion of the contract be held to be invalid, illegal, void or unenforceable, then such section, provision or portion shall be deleted from this contract. The remainder of this contract shall continue in full force and effect.

16. This contract shall be interpreted and governed by the laws of the country in which it is signed. Each party will perform its obligations in accordance with all the applicable laws, rules and regulations of said country.

17. No term or provision of this contract shall be waived, and no breach excused verbally. To be effective, each waiver or excuse shall be in writing and signed by the party who waived or excused.

18. Each waiver or excuse shall be independent of all other. Therefore, if a term or provision is waived or breach is excused, that waiver or excuse shall not waive any other term or provision or excuse any other breach.

19. In no event will Pet Sitter be liable to Owner for any damages, including, but not limited to any lost profits, lost savings or their incidental or consequential damages arising out of Owners use of Pet Sitter services, nor will Pet Sitter be liable for any claim by any third party, unless gross negligence or wilful misconduct is proven on the part of the Pet Sitter.

20. Pet Sitter reserves the right to terminate this contract at any time before or during its term if Pet Sitter, in their sole discretion, determines that Owner's Pet(s) pose a danger to the health and/or safety of Pet Sitter. If this occurs Pet Sitter will notify the Owner immediately of the problem and determine whether Owner will return or if pet(s) will need to be placed in a kennel with all charges to be charged to the Owner.

21. Owner authorizes this signed contract to be valid approval for future services of any purposes provided by this contract permitting Pet Sitter to accept telephone reservations for service and to enter the premises without additional signed contracts or written authorization.

By signing this contract, I am promising that I read the Terms and Conditions in their entirety. If I have any questions about the above, I will telephone the Pet Sitter before the Pet Sit is to begin.

NAME \_\_\_\_\_ Date \_\_\_\_\_

(Pet Owner)

Signed: \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

(Pet Sitter)

Signed: \_\_\_\_\_

Initial \_\_\_\_\_