

Pawsitive Energy®, LLC Pet Sitting & Dog Walking Service Agreement

1. This agreement is made and entered into on \_\_\_\_\_ by and between Pawsitive Energy, LLC® of Garwood, NJ (hereinafter referred to as "PE, LLC") and Client \_\_\_\_\_ (hereinafter referred to as "Client") residing at Physical Address: Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ (hereinafter referred to as, "Premises") Alarm Location \_\_\_\_\_ Alarm Company \_\_\_\_\_ Disarm \_\_\_\_\_ Arm \_\_\_\_\_ Disarm Code Word \_\_\_\_\_ Do you have security cameras? (Circle) No - Yes, Location \_\_\_\_\_ Phone #: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_ Email \_\_\_\_\_ (required to send invoice and / or confirmation)
2. Mailing Address (if different from physical address) \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_
3. Partner, Spouse, or Roommate Name \_\_\_\_\_ Phone # \_\_\_\_\_ If Renting, Landlord Name \_\_\_\_\_ Phone #: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_ Preferred communication method for updates (circle)? Phone Text Email
4. How often would you like to receive updates? (Circle) Every Visit Every Day First & Last
5. How did you learn about Pawsitive Energy, LLC? (Circle) Website - Flyer - Google - Yelp - Facebook - Friend \_\_\_\_\_ Other \_\_\_\_\_
6. Keys: Client authorizes PE, LLC to enter the premises to perform services. PE, LLC requires a minimum of TWO working keys for all Clients' homes. NO KEYS will be accepted under the doormat, hidden on premises, mailed by regular mail, or locked in home on last visit. Garage door openers are accepted in addition to, but not in lieu of keys. **Unless keys are provided upon initial interview**, a Key Pick Up Charge (\$10.00) will be added to Client's first invoice for time and travel to pick up key(s).
7. Client acknowledges they have provided PE, LLC with a working Key for access to Premises plus a working Duplicate.
8. Client specifically authorizes and requests that PE, LLC keep Keys on file for use when Client makes future request for services by PE, LLC: (Circle) Yes - No, return Key(s) after Client returns and PE, LLC has completed services and apply Key Drop Off Charge (\$10.00) to Client's first invoice.
9. I, Client, understand that I will be charged a Key Pick Up and Drop Off charge (\$10.00) for future reservations if Keys are not kept on file by PE, LLC
10. Locations/Maintenance: **Dogs:** Leash \_\_\_\_\_ Treats \_\_\_\_\_ Toys \_\_\_\_\_ Extra Food \_\_\_\_\_ Water Bowls \_\_\_\_\_
11. Felines: How many litter boxes do you have? \_\_\_\_\_ Locations \_\_\_\_\_ How often do you scoop litter? \_\_\_\_\_

- \_\_\_\_\_ How often do you change litter? \_\_\_\_\_ Special instructions \_\_\_\_\_ Litter Brand / Type \_\_\_\_\_
12. \_\_\_\_\_ Where do you keep cleaning Supplies? \_\_\_\_\_ Main indoor trash receptacle & recycling location \_\_\_\_\_ Broom/Dustpan/Mop \_\_\_\_\_ Vacuum Cleaner \_\_\_\_\_
13. Collect Mail: Mailbox Location \_\_\_\_\_ Mailbox # \_\_\_\_\_ Special Deliveries: If signature is required, messenger service will be instructed to hold package until Client's return? (Circle) No, PE, LLC may sign -Yes
14. Do you receive a daily newspaper? (Circle) No - Yes Weekends only
15. Instructions Plants/Feeders: (additional charge may apply) Indoor plant watering instructions (Please feel free to leave additional notes) \_\_\_\_\_ Outside watering instructions (please feel free to leave additional notes) \_\_\_\_\_
16. Emergency Shutoffs:  
 Location of circuit breaker \_\_\_\_\_  
 Location of main water shutoff \_\_\_\_\_  
 Location of gas shutoff \_\_\_\_\_
17. Trash/Recycling: Trash Day \_\_\_\_\_ Recycle Instructions \_\_\_\_\_
18. Lights: (Circle All That Apply) - Do not alter inside lights - Turn lights on/off inside at PE, LLC discretion - Keep light on inside at night - Keep porch light on at night - Keep porch light on 24/7 - Blinds open during day & close at night - Do not alter blinds
19. Cleaning Services: Company Name \_\_\_\_\_  
 Phone \_\_\_\_\_ Day/Time \_\_\_\_\_
20. **Rates and Services:** For and in consideration of the sum of charges to be paid by Client, PE, LLC agrees that its staff shall provide such loving care as indicated in this contract for the animal(s) listed and owned by Client. Current rates and services are displayed on website [www.maryalverson.com](http://www.maryalverson.com) and available in printed form upon request.
21. **PE, LLC has minimum visit policy** for the health and well-being of our Client's animal(s) for Clients who are using PE, LLC's services during absences of 24+ hours. Client's animal(s) must be visited every 24 hours (we strongly recommend every 12 hours at minimum). For animal(s) without access to potty area (i.e. pet door, pee pads, or litter box), PE, LLC requires a minimum of 3 daily visits per 24 hour period. Visit times are approximate and subject to change based on the needs of all animals under PE, LLC care. PE, LLC is entrusted to use best judgment in caring for animal(s).
22. **Other services subject to a supplemental invoice include but are not limited to:** Supply Pickup (food, treats, medications etc.), Vet Visit, After Hours Emergency Vet Visit, Extensive Incidental Clean-up, House Emergency (waiting for service person), Return Check/Payment Fee, Pet Sitting Late Payments (payment due at start of service), Dog Walking Late Payments (payment due by date on Invoice).

23. **Payment Policy:** Payment is due when services begin unless otherwise specified. If payment is not received at time of services PE, LLC reserves the right to charge a \$5.00/day late payment fee until payment is received, beginning with the date services begin unless otherwise stated on invoice. "Payment" shall mean the actual receipt of payment by PE, LLC. Dog walking services are billed on a weekly recurring basis and payment is due in full on the first day of scheduled walk for that week (i.e. Monday). Payment options are as follows, check made payable to Mary Alverson, cash, or by using Paypal.com using email [realpitbull@gmail.com](mailto:realpitbull@gmail.com)
24. **Cancellation Policy:** Single Visit Dog Walking and Pet Sitting services are subject to a 24 hour cancellation period. Cancellation of 2+ days of Dog Walking and/or Pet Sitting services are subject to a 3 day cancellation period. Over Night services are subject to a 7 day cancellation period. Cancellation period is determined by counting back from the date services are scheduled to begin. If reservations are cancelled prior to the cancellation period Client will not be charged. Otherwise, Client will be responsible for 50% of the invoice total. If changes are made to reservation during the service period no refunds or credits will be given and Clients are required to pay for the reserved amount of visits. Service period begins on the date of first scheduled visit and ends on the date of last scheduled visit. Reservation extensions are subject to a supplemental invoice and will be billed upon Client's return.
25. **Shared Responsibility/Trespassers:** PE, LLC has a No Shared Responsibility Policy in order to comply with our insurance policy (no exceptions will be made). This means no other person should share animal care responsibilities (i.e. feeding, medicating, etc.). Client agrees to provide and list all individuals/companies who have access to the premises while Client is away (i.e. house cleaning service, painters, landscapers, friends, family members, etc.). PE, LLC cannot be held responsible for the acts of others that are allowed in and out of the home during the service period. **If more space is needed, please attach an additional page.** **Company/Individual Name** \_\_\_\_\_ **Phone #** \_\_\_\_\_ **Has key to Premises? (Circle) Yes - No** **Company/Individual Name** \_\_\_\_\_ **Phone #** \_\_\_\_\_ **Has key to Premises? (Circle) Yes - No**
26. **Preferred Service Companies:** In the event of an emergency involving the premises, Client hereby authorizes PE, LLC to obtain services as listed below. Should specified company be unavailable Client authorizes PE, LLC to select a company of their choice. Client further authorizes PE, LLC or its representatives to incur cost in the name of Client. Client explicitly states they will be responsible for any cost incurred. Client agrees to indemnify and holds harmless PE, LLC from any liability arising from such charges. Client agrees to pay House Emergency Charge.

Locksmith (name/phone) \_\_\_\_\_

Alarm System (name/phone) \_\_\_\_\_

Electrician (name/phone) \_\_\_\_\_

Plumber (name/phone) \_\_\_\_\_

Cooler/Heating System (name/phone) \_\_\_\_\_

Sprinkler Service (name/phone) \_\_\_\_\_

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Maintenance/Grounds (name/phone)

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Invisible Fence (name/phone)

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Septic System (name/phone)

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Other

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27. **Continuing Obligations:** It is understood and agreed between Client and PE, LLC that this agreement contemplates Client will be in need of PE, LLC services from time to time in the future, and is further understood and agreed that the obligations and covenants contained herein shall apply to each provision of products and/or services in the future, without the need of entering into another agreement, unless altered in writing and signed by the parties herein or added as an addendum hereto.
28. In the event that PE, LLC is required to employ a locksmith to gain entry into Client's premises due to a malfunction of the lock or a failure of the Client to leave a key, it shall be the responsibility of the Client to reimburse for all cost incurred. The Client expressly gives PE, LLC the authority to employ a locksmith on Client's behalf in the event of the occurrences.
29. PE, LLC is not responsible for any service fees charged by alarm companies, police departments, or any other entity due to false alarm, malfunction, or accidental triggering of the alarm.
30. Should PE, LLC personnel be bitten or otherwise exposed to any disease or ailment received from Client's animal which has not been properly and currently vaccinated, it will be the Client's responsibility to pay all cost and damages incurred by the victim.
31. If part of the service to be provided by PE, LLC includes exercising, walking or taking animal(s) off Client's premises, then Client agrees to indemnify and hold harmless PE, LLC for any injury or damage which may be caused to others by the actions of Client's animal(s).
32. In the event of an emergency involving the health of any animal being cared for by PE, LLC, Client will be immediately notified through contact information provided in this agreement. If Client cannot be reached Client hereby authorizes PE, LLC to obtain such veterinary treatment as stated in the Veterinary Authorization Form. If no Veterinary Authorization Form available Client authorized PE, LLC to use best judgment in authorizing care for animal(s). (Circle) Yes - No (Initial) \_\_\_\_\_ (no treatment will be provided if Client cannot be reached)
33. As further consideration for the services rendered, Client agrees to waive and release PE, LLC and its representatives from any claim for injury to and/or death of Client's animal(s) as and from any claim for injury, loss or damage to Client's property or premises.
34. In the event of an extremely bad weather day or natural disaster, PE, LLC will make pet sitting rounds as soon as it is safe to travel. PE, LLC is entrusted to use their best judgment in caring for animal(s). Client will not hold PE, LLC liable for consequences related to such decisions.
35. Client authorizes PE, LLC to use their best judgment in maintaining a comfortable temperature for the safety and comfort of animal(s).
36. Client has suitable insurances to cover any injury to PE, LLC due to animal(s) or condition of premises.

37. PE, LLC under no circumstances shall be held liable for injury, disappearance, death or fines incurred regarding animal(s) that have available access to the outside. Emergency veterinarian care for that/those animal(s) as PE, LLC or its representative may deem necessary. Client further authorizes PE, LLC or its representatives to incur veterinarian cost in the name of Client. Client expressly states they will be responsible for any veterinary cost incurred. Client agrees to indemnify and hold harmless PE, LLC from any liability arising from such veterinary charges.
38. PE, LLC reserves the right to terminate this contract at any time before or during its term. PE, LLC in its sole discretion, determines that Client's animal(s) pose a danger to the health or safety of PE, LLC personnel. If concerns prohibit PE, LLC from caring for animal, Client authorizes animal(s) to be placed in a kennel, with all charges there to be charged to Client.
39. In performing the agreed upon services, PE, LLC shall use its own judgment and reasonable efforts to care for Clients' animals and deliver other agreed upon services (mail collection, newspaper retrieval).
40. **Photo Release:** I, the undersigned, do hereby consent and agree that PE, LLC or agents have the right to take photographs, videotape, or digital recordings of my animals and to use these in any and all media. Now or hereafter known, and exclusively for the purpose of marketing and business development to include but not limited to website and/or social media. Pawsitive Energy, LLC will not post Client pictures or any information to social media in real time for security reasons. I further consent that my name and identity may or may not be revealed therein or by descriptive text or commentary. I do hereby release PE, LLC and its agents all rights to exhibit this work in print and electronic form publicly or privately. I waive any rights, claims, or interest I may have to control the use of my identity or likeness in whatever media used. I understand that there will be no financial or other remuneration for recording my animals, either for initial or subsequent transmission or playback. (Circle) Yes - No
41. Emergency Contacts: Name (local) \_\_\_\_\_ Relationship \_\_\_\_\_  
 \_\_\_\_\_ Physical Address \_\_\_\_\_  
 \_\_\_\_\_ Phone \_\_\_\_\_  
 #: Home \_\_\_\_\_ Work \_\_\_\_\_  
 Cell \_\_\_\_\_ Remarks \_\_\_\_\_ Has  
 Key to premises? (Circle) Yes - No
- Name (local) \_\_\_\_\_ Relationship \_\_\_\_\_  
 \_\_\_\_\_ Physical Address \_\_\_\_\_  
 \_\_\_\_\_ Phone \_\_\_\_\_  
 #: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_  
 \_\_\_\_\_ Remarks \_\_\_\_\_ Has Key  
 to premises? (Circle) Yes - No

**42. Other Information:**

**Agreed:**

Client Signature \_\_\_\_\_

Date \_\_\_\_\_

Owner/Agent, Pawsitive Energy, LLC Signature \_\_\_\_\_

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