



Pre-Trip Checklist

(Please check off the following items before you leave for your trip)

Please type all notes you leave for us- we don't want to miss information because we couldn't read your handwriting

- Clients are responsible for confirming their visits 48 hrs prior to their trip. We do not call to confirm visits.
- Set thermostats / AC units / fans at temps that will be comfortable for your pets.
- Leave full payment for assignment on the first visit. Checks payable to: **JenniFurr's Pet Services LLC**
- Leave a note on the door that leads to your garage whether it should be locked or not. We don't want to lock you out upon your return home.
- Stock up on paper towels, pet food, kitty litter, medication etc. to last your entire trip. Leaving extra supplies in case you are delayed. Fees will be charged if we need to 'shop' for supplies.
- Clean the litter boxes and fill with fresh litter before leaving.
- Count heads just before leaving and let us know which pets were left outside.
- Inform neighbors who may be looking out for your property that we will be making visits to your home.
- Remember to leave your emergency contact numbers for us.
- Keep all information in your client profile current; i.e., phone numbers, vet info, etc. You can contact us anytime to verify that your information is correct.
- Please let us know of anyone that has your permission to enter your home while you are away (maid, plumber, neighbor, etc.).
- Leave out the following items for us:
 - flashlight
 - paper towels
 - cleaning spray for floors / carpet / rugs
 - pet brushes
 - broom / dustpan
 - sponge / carpet brush

Pick a special communication spot (kitchen counter or table). On the first visit we will look for notes from you in this location. Things we want to know include:

- Has your pet been ill, gotten into the garbage recently? So that we know to watch for vomiting or gross poops.
- Are there are any food or exercise restrictions?
- Has your pet suffered any recent injuries? So that we aren't surprised to see sudden limping, etc.

Call the office as soon as you return so that we KNOW you are home safely. This call can be made 24 hours a day, 7 days a week, 512-291-5366.