

Volunteer Handbook



Welcome Volunteers!

Dear Friend,

Thank you for your interest in volunteering with the Sequoia Humane Society. We are glad that you share our desire to help the homeless and abandoned animals of Humboldt County. We know that your personal time is valuable and sincerely appreciate your generosity in donating some of it to help us provide care for our animal friends and ultimately, to make Humboldt County a place where every animal is guaranteed a loving home for life.

There are many ways you can help to achieve these goals as a volunteer with the Humane Society. Our Tailwaggers Thrift Shop needs people to greet and help customers, stock and mark merchandise, and operate the cash register. At the shelter, volunteers are needed to help with cleaning kennels, feeding the animals and maintaining the grounds. Animal companion volunteers are needed to walk dogs, socialize cats and dogs, and groom the animals. We also need volunteers to help with special events such as open houses, adoption outreach, and fund-raising. New ideas are always welcome here! If it helps the animals, we are interested in your idea.

Please make sure you have completed all of the necessary forms and given them to our Volunteer Coordinator. One of our staff members will contact you soon to follow-up after your first day of volunteering. Please feel free to ask any questions you may have and give us feedback on your volunteering experience.

Thank you, again, for supporting us and for your interest in becoming a volunteer. Together, we will make a positive difference in the lives of both people and animals.

Sincerely,

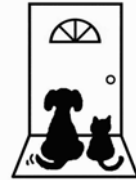
Cynthia Ryan, Director

Tom Heilmann, President

“Changing our world four paws at a time!”

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Adoption Center Hours

Tuesday thru Saturday
12:00 pm to 5:00 pm

Volunteer Hours:

7 days a week
8:00 am to 5:00 pm

Including holidays!

Volunteer Coordinator:

Message phone:
(707) 442-1782

Or via email at
volunteer@sequoiahumane.org

Website:

www.sequoiahumane.org

Volunteer Information

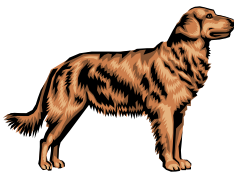
Thank you for your interest in volunteering with the Sequoia Humane Society. The animals, staff, Board of directors, and other volunteers are glad that you want to join us. We know that your life is very busy and we appreciate that you would like to share some of your time with us.

The Sequoia Humane Society provides a number of opportunities for youths (17 and under), and adults to assist in the daily activities of our shelter. Activities may include such things as: organizing supplies, folding laundry, socializing and grooming the dogs and cats, walking dogs, office assistance, helping out at our thrift shop, and working on special events. Due to safety concerns, youth volunteers may only participate in events and handle animals under the supervision of a parent or guardian.

Everything we do at the Sequoia Humane Society is for the benefit of the animals in our care. We take their care very seriously and know that you will, too. All staff and volunteers must agree to follow a number of rules that keep both people and animals safe. For example, all staff and volunteers are expected to follow a dress code that is designed for the safety of both the people and the animals. Long pants, a shirt, and closed-toe shoes must be worn when your work at the shelter. Jeans, a sweatshirt, and tennis shoes or hiking boots are perfect! Please don't wear any loose or dangling jewelry that animals might get a hold of or get caught on.

It is important to remember that the animals here come from a variety of backgrounds and may be stressed by the recent changes in their lives. We ask that you speak quietly and respectfully around the animals and that your movements be slow and non-threatening to them. Please refrain from touching the animals unless you have permission of a staff member. This will also help control the spread of contagious diseases among the animals. If you have been authorized to handle an animal, please remember to clean your hands before and afterwards. Waterless hand cleaner dispensers are located in hallways near kennels and rooms.

We ask you to commit to volunteering for us for at least six months. You will be asked to record your volunteer hours each time you visit the shelter. Because your help is important to us, we ask that you let us know in advance if you are unable to work on a particular day. In return, we will do our best to make this experience rewarding and educational for you. Thank you, once again, for volunteering to help the Sequoia Humane Society, We are glad you are here!



Thank You!



Volunteer Qualifications

- **Care** deeply about animals and their well-being.
- Make at least a **six month** commitment.
- Must be **at least 18 years** of age. **Youth volunteers** may also serve if accompanied by an adult.



Volunteer Opportunities

We need you! There are many different ways you can help us help the animals!

Dog Walkers

Provide exercise and socialization for our shelter dogs to help them remain healthy, people-friendly and adoptable. Dog walkers must be knowledgeable about dogs and able to handle medium and large-size breeds.

Kitty Companions

Help our adoptable cats and kittens stay sociable by playing with them, grooming them, and providing them with love and attention.

Kennel Assistants

Help keep our animals clean and comfortable by assisting our kennel staff with such duties as cage and kennel cleaning, bathing and grooming the animals, washing dishes and toys, and general cleanup. This morning job is very physical and involves working with cleaning products such as bleach and disinfectant, some lifting, and the ability to handle large, sometimes untrained dogs.

Dog Behavior and Socialization

Work with our Kennel Attendants to increase the adoptability of our dogs by teaching them “manners” through positive reinforcement training techniques. Volunteers are trained to encourage the dogs to focus, sit, and walk on a leash. This rewarding job is very physical and may involve working with dogs that are large and untrained. Experience in training dogs is desirable.

Foster Care Providers

Open your heart and home to provide temporary care for kittens and puppies too young to be adopted, or older dogs and cats needing health care or socialization before they can be adopted. Animals are typically in foster care for 2-6 weeks. Foster care requires lots of humane contact and a safe, warm place away from other household pets. Must be 18 years or older to foster.

Event Volunteer

Become a matchmaker! Help our adoptable animals find homes by taking them to public locations and special events in the community. Volunteers greet the public; explain Humane Society procedures, handle animals, and set-up/take-down display tables. This is a great opportunity to work with animals and people.

Tailwaggers Thrift Shop Helpers

Help animals without getting hair on your clothes! Helpers sort, price, and sell gently used merchandise in our Henderson Center thrift store. All proceeds benefit the animals!

Special Events Assistants

Assist with planning and staffing a variety of public events, fundraisers, and exhibits, usually at off-site locations. Join staff and other volunteers to deliver the Humane Society message to the community and raise money to support our programs. Help with monthly volunteer orientations. You can also help with our small library once a month.

Drivers

Help pick up large donations for Tailwaggers Thrift Shop. Your own transportation is necessary—trucks or vans are especially helpful! Proof of insurance and a driver’s license is required.

Adoption Counselors

After being trained in SHS adoption policies and procedures, these volunteers perform the vital function of adoption counseling. Adoption counselors must be willing to commit at least four days per month to learning and performing this work. Positive customer service skills and experience are a must

Office Helpers

Volunteers can help with daily office assistance. Make copies, aid in phone calls, greet the public, explain procedures, shred papers, and tidy up.

Volunteer Policies and Procedures

SIGN IN

The first thing we ask you to do when reporting for volunteer duty is sign in on your time sheet. When leaving please sign out and note the tasks you completed. This is very important for insurance purposes. Each volunteer needs his/her own log sheet.

IDENTIFICATION

Name-tags are provided at the volunteer station. It is helpful if you use these initially while the staff gets to know you.

INSURANCE POLICY

The Humane Society has arranged for secondary insurance coverage for all volunteers who are registered with us. This insurance covers the volunteer when he/she is on or off the shelter's property and doing work assigned by the Humane Society. If you receive an injury, please report it to the Customer Service Manager, Kennel Manager or Executive Director immediately. (*Note: Secondary insurance means that if the volunteer has a primary insurance provider s/he must file a claim with them first; anything not covered by their primary insurer will be covered by SHS's insurance company.)

SICKNESS

If you are scheduled for a volunteer shift and cannot come in due to sickness, please contact the shelter as soon as possible. This is especially important when you have committed to help at an off-site adoption event or assist the kennel staff with their daily duties.

SCHEDULE CHANGES

Our animals, as well as our employees, rely on you to be here during your scheduled hours. The shelter employees walk and groom the animals often, as time allows. When a volunteer is scheduled to assist us with this we count on you. We prefer to evenly distribute the days each volunteer is here (continued) because it is tough on the animals if all volunteers show up on the same day and no one comes in again for another week. The dogs, cats, and other animals will miss you! If you wish to make changes to your schedule, please see the Volunteer Coordinator, Kennel Manager, or Customer Service Manager.

DRESS CODE

Dress with you duties in mind, and remember that your clothes may become dirty or covered with fur. For your safety, no open-toed shoes are allowed during volunteer duty with animals. A shirt and long pants (preferably heavy pants or jeans) are required. Remember, you are as much a representative of the Humane Society as our paid staff. Your appearance and conduct should be professional and positive at all times. Aprons and/or scrub tops are available for your use and are located at the volunteer station.

BREAKS

While at the shelter please take breaks in the break room or outside (there is a bench in the front of the shelter and a small garden area out back). Please do not take breaks in the front office area, in one of the visitation rooms, or in other areas that are in use by staff or the public.

CONFIDENTIAL INFORMATION

As a volunteer you will often be working with and receiving confidential information. Your supervisor will share with you what information or policies are considered confidential. Under no circumstances should confidential information be shared with others outside the organization. We also ask that volunteers not give interviews to the news media without prior authorization.

Volunteer Policies and Procedures (continued)

OFF LIMITS

Some areas of the shelter are off limits to volunteers (unless they are scheduled to work there for some reason) for disease control, the animals' comfort, and personnel/ confidential records. These areas include:

- Quarantine, Isolation, and Stray areas
- Bookkeeper's office
- Executive Director's office
- Customer Service Manager's office



RESIGNATION PROCEDURES

Upon leaving the program for whatever reason, please contact the Volunteer Coordinator or Executive Director. There is a limit to the number of active volunteers we are allowed to have on our insurance policy, so if you do not plan on coming in regularly your space could be filled by another eager volunteer. We would also appreciate any feedback you have about your volunteer experience with the Humane Society.

Volunteer Bill of Rights

1. The right to be treated as a co-worker—not just as “free help.”
2. The right to a suitable assignment—with consideration given to personal preference, temperament, life experience, education and employment background.
3. The right to know as much as possible about the Sequoia Humane Society and its policies, people, and programs.
4. The right to training for the job—thoughtfully planned and effectively presented.
5. The right to continuing shelter education—as a follow-up to the initial training, information about new developments and training for greater responsibility.
6. The right to sound guidance and direction by someone who is experienced, well informed, patient and thoughtful, and who has the time to invest in giving guidance.
7. The right to an orderly, designated place conducive to work and worthy of the job to be done.
8. The right to promotion and a variety of experiences through assignments of more responsibility, through transfer from one activity to another, and through special project assignments.
9. The right to be heard—to have a part in planning, to feel free to make suggestions, to have respect shown for an honest opinion.
10. The right to recognition in the form of promotion and awards as well as day-by-day expression of appreciation and treatment as a bonafide co-worker.

The volunteer who accepts these benefits of the Bill of Rights for Volunteers also accepts the responsibility and obligations that go with them!

Guidelines for Volunteer Cat Socializers

THANK YOU for taking the time and energy to enhance the lives of our shelter animals! Following are some guidelines to help you be as safe and effective as possible in your volunteer work.

Before you start your volunteer service, be sure you meet a Kennel Attendant to receive proper training on handling the cats and kittens and a tour of where all of the necessary supplies are kept. Please see a Kennel Attendant immediately if you have a problem with a cat, if an animal gets injured, or if you have a question about these guidelines.

Choosing a cat to socialize with: For your protection and the health and safety of our adoptable cats, please do not go into the quarantine cat room. If there is a “Not Available” or “I just had surgery” sign on the cage, please talk to a Kennel Attendant before handling that cat. You may groom or play with cats in one of the ‘visitation rooms’ or in the employee lounge. Please don’t walk around the shelter carrying a cat or kitten. Dogs and people are walking in and out of the shelter and doors may be opened frequently. If a cat gets startled it can injure you, itself, or escape. If you feel more comfortable, you may also groom it in its cage.

Removing a cat from the cage: The best way to remove a cat from its cage is to gently grasp it by the scruff of the neck with one hand and support it’s body with the other hand. Be patient and let them sniff your hand first. A staff member can show you how to do this.

Grooming: Just inside the kitchen door there is a set of drawers with flea combs, brushes, nail clippers, and other grooming equipment. After using any of the equipment please remove the hair from it and place the grooming item on the counter by the sink to be disinfected.

After socializing with a cat please return it to its cage, making sure it is locked securely.

Let a staff member know if your cat had unusual feces, if you noticed the presence of



Cat Socializing/Cuddling Step-by-Step:

- ⇒ Sign-in to the volunteer binder at the volunteer station desk.
- ⇒ Wear a name tag, apron, or scrub top for identification. New volunteers need to wear a name tag.
- ⇒ Look around at the cats, pick one that you are comfortable handling. If you are unsure ask a Kennel Attendant for some assistance with choosing the right cat (or kitten) for you.
- ⇒ If you wish to groom or play with the cat, feel free to choose a brush, comb, and/or toys from the kitchen.
- ⇒ Once you have chosen a cat, open the cage and let the cat smell your hand, pet, and scratch the cat gently so that he or she is comfortable with you and not frightened. (Adults should do this for youth.)
- ⇒ Then “scruff” the cat, pick the cat up (hold the cat’s bottom) and carry the cat closely to you until you are safely inside a visitation room or the break room. (Adults should do this for youth.)
- ⇒ If you are uncomfortable or do not know how to scruff a cat, please consult a Kennel Attendant for assistance. (Adults should do this for youth.)

Cat Socializing/Cuddling Step-by-step (continued)

- ⇒ Scruffing will not harm the cat, it is a natural act that the mother cat uses to move her kittens.
- ⇒ Once you are done, please return the cat the same way you removed the cat. (Adults only please.)
- ⇒ Grooming tools and toys need to be washed in between cats. The hair goes in the trash and the items left by the sink to be washed. This helps prevent the spread of illness.
- ⇒ Please only handle 1 cat at a time unless you receive permission to handle multiple cats, e.g. in the case of litter mates or cats sharing one cage together.
- ⇒ When you are done, sign out in the volunteer binder.

****Remember to use hand sanitizer in between handling all animals.****

When you volunteer at our SHS Adoption Center, you will meet and possibly come in contact with one or all of our resident cats.



This is Chloe (tuxedo), she was our first resident “Chloe.” She needs insulin shots daily. She is very friendly with everyone she meets. You will see her wondering every where around SHS as her bell rings on her collar.

This is our other Chloe (calico), she came to us, de-clawed. She also has bad hips and spraying problems. She really does not like dogs much, and if she encounters one, you will see her reaction. You will find her basking in the sun, “being a paper weight” laying on papers, and pretty much getting in the way in the main area of the shelter. She loves to warm your seat when you are gone. She does enjoy polishing your shoes too!



Our little Pearl, you will find her mostly in the back portion of the shelter in or around our Kennel Manager’s office. She keeps to herself, but if she does come up to you; she will welcome you with her little “chirping” meows and want to be pet. When we are closed to the public and our Kennel Manager is up front, she will usually follow her “mom.” She had stomatitis so she lost all of her teeth. She is a sweet little white kitty that keeps to herself.

Guidelines for Volunteer Dog Walkers

THANK YOU for taking the time and energy to enhance the lives of our shelter animals! Following are some guidelines to help you be as safe and effective as possible in your volunteer work.

SHS uses positive reinforcement training techniques to teach our dogs to become “Canine Good Citizens”. All volunteers that work with the dogs must receive training in these techniques. A brief training will generally be provided as part of your volunteer orientation. You will also need to arrange for a one-on-one training with our primary dog training instructor prior to handling the dogs.

Before you start your volunteer service, be sure you meet a Kennel Attendant to receive proper training on handling the dogs and puppies and receive a tour of where all of the necessary supplies are kept. Please see a Kennel Attendant immediately if you have a problem with a dog, if an animal gets injured, or if you have a question about these guidelines.

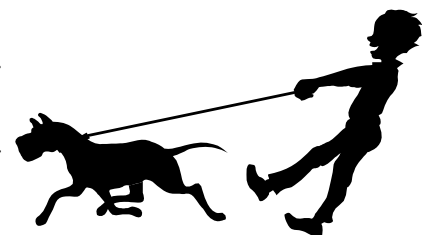
Choosing a dog to walk: For your protection and health and the safety of our adoptable dogs, please do not go into the quarantine dog area. There are plenty of adoptable dogs to walk. If you are unsure about a particular dog, *Don't Take It Out*. If there is a “Not Available” or “I just had surgery” sign on the cage, please talk to a Kennel Attendant before handling that dog or puppy. You may also take a dog into one of the outdoor pens to play, work on obedience training, or groom it.

If there are feces in the kennel of the dog you want to walk, please remove them before doing anything else.

- **Poop Scooping:** The poop scoop and spackle are sitting in disinfectant beside the leash board next to K8; if you don't see them there, consult a kennel attendant. Do not use scoops from the quarantine area. The poop barrel is outside the kennel back door. Please rinse both the scoop and spackle thoroughly before putting them back in the disinfectant.
- Hang an **“I have gone for a walk”** sign on the kennel of the dog you are going to walk.
- Pick up a leash from the leash board. The dog's collar should be on the dog; if not, it is hanging on the front of the kennel. It has been fitted to that particular dog. Please do not adjust the collar without talking to a Kennel Attendant first. If there is no collar on the kennel, please ask for one. Never use another dog's collar. If there is a gentle leader or harness hanging on the dog's kennel door, please use it.
- Remove the dog from their kennel through the “dog house” (i.e. the wooden area behind the kennel). There is no window in the dog house door but each is labeled with the kennel number (e.g. K8). Make sure you know which dog is in which kennel before opening the door.
- Keep the dog close to you as you walk through the kennel. Do not walk along the front of the kennels, as some dogs become protective and may lunge at the front of the kennel, causing “kennel fighting”. Enter and exit through the rear door of the kennel area (do not walk through the main shelter area/front office).

Let a staff member know if your dog had unusual feces, if you noticed the presence of worms, or if you noted any other unusual physical symptoms or behaviors.

Sometimes the staff gets busy and doesn't have time to poop-scoop the kennels as often as needed. If you see poop in one of the kennels, we would be grateful if you would “scoop” it. If there are more than one or two dirty kennels, please notify a staff member.



Dog Walking Step-by-Step

- ⇒ Sign-in to the volunteer binder at the volunteer station desk.
- ⇒ Wear a name tag, apron, and/or scrub top for identification. New volunteers need to have a name tag.
- ⇒ Get a dog treat bag with hot dog treats from the kennel kitchen (see a kennel attendant if you are not sure where these are located). It is important to always carry treats with you when walking dogs to use in behavior modification training.
- ⇒ Look around at the dogs, read all signs on front of kennels, pick one that you are comfortable handling. If you are a new volunteer or unsure of a dog, ask a Kennel Attendant for some assistance with choosing the right dog for you.
- ⇒ Once you have chosen a dog, go back to the volunteer station and fill out the extra dog walker clip board sign out. Please write down your cell phone number if you have one, in case we need to reach you while you are out walking a dog.
- ⇒ Remember to use hand sanitizer in between handling all animals.
- ⇒ Pick out a leash and a “I’m being walked” pink tag (these are hanging on the wall near the thermostat).
- ⇒ Hang the walk sign on the front of the kennel.
- ⇒ Check to see if the dog is wearing a collar; if not it may be hanging on the front of the kennel. If there is no collar for that dog ask a Kennel Attendant and he or she will put one on for you.
- ⇒ Go to the rear of the kennel and carefully open dog house door, blocking it with your body so they dog can’t escape. Ask the dog to sit and give him/her a treat. Hook up the leash to the dog’s collar, then have the dog exit the dog house and close the dog house door. Lead the dog out of the kennels through the back door, making sure to keep him/her focused on the treats in your hand. Do not walk past the front of other dogs’ kennels, as this may provoke “barrier aggression” in some dogs. Avoid other dogs and their handlers, especially if you are not sure that the dogs get along. (It is preferable for adults to handle the animals until you are out of the kennel area.)
- ⇒ Take the dog to the grassy area so they may “relieve” themselves, being careful to avoid vehicles when walking through the parking lot area. There are several routes you can take when walking dogs from SHS:
 1. Take Loma Avenue up the hill (toward the Tip Top Club)
 2. Turn right before the freeway and follow the frontage road (South Broadway)
 3. Go under the freeway toward King Salmon to the beach for a longer walk (always keep dogs on leash when on the beach; you may bring a long lead so that they can run into the water, but rinse them off when you return if they get sandy).
- ⇒ If you are in pairs you should only walk dogs that get along. Check with the kennel staff to make sure the dogs you chose are accustomed to each other. If you are new to SHS, you should be only walking one dog per pair and/or group until you are more comfortable with certain dogs.
- ⇒ Supervisors and/or parents with youths are only allowed to walk one dog at a time at all times unless approved by SHS staff. Please do not walk a dog with your personal dog without permission from our Kennel Manager.
- ⇒ Return the dog to his/her dog house, remove the leash, close the door, then place the walk sign back or walk another dog (or play with the cats), and sign out in the volunteer binder.



*****Remember to use hand sanitizer in between handling all animals.*****

Drug-Free Workplace Policy

Sequoia Humane Society is committed to providing a safe volunteer environment and protecting the health, safety, and well-being of our volunteers. This commitment is jeopardized when any Sequoia Humane Society volunteer engages in the use, possession, sale, conveyance, distribution, or manufacture of illegal drugs, intoxicants, or controlled substances or abuses prescription drugs or alcohol. Substance abuse is a significant public health problem. Therefore, Sequoia Humane Society has established the following policy:

VIOLATION STATEMENTS

It is a violation of this organization's policy for any volunteer to possess, sell, convey, distribute, or manufacture illegal drugs, intoxicants, or controlled substances, or to attempt to do the same.

It is a violation of this organization's policy to use or be under the influence of illegal drugs or alcohol at any time while on or using organization property, conducting organization business or otherwise representing the organization. Alcohol may be permitted at certain organization-sponsored events. These events will be specifically authorized by the SHS Board of Directors. Volunteers are expected to remain sober while performing volunteer activities.

It is a violation of this organization's policy for anyone to use prescription drugs illegally. However, nothing in this policy precludes the appropriate use of legally prescribed medications. Volunteers are responsible for notifying their supervisor if the prescribed medication will affect their ability to perform any activity.

Volunteers in violation of this policy will be asked to cease their volunteer activities with SHS and will be removed from the volunteer roster.

CO-WORKER RESPONSIBILITY

Volunteers are expected to be concerned about working in a safe environment and are responsible for reporting any knowledge of any violations of the intent of this policy to their immediate supervisors.

VOLUNTEER EDUCATION

The Sequoia Humane Society will provide drug and alcohol awareness to all employees and volunteers. This will include the organization's policy on drug and alcohol abuse, information on the magnitude and dangers of drug and alcohol abuse, and the availability of local community resources supporting drug and alcohol rehabilitation.

DRUG-FREE WORKPLACE ACT OF 1988

As a condition of volunteering, volunteers must abide by the terms of this policy, and must notify Sequoia Humane Society in writing of any conviction or violation of a criminal drug statute no later than five (5) calendar days after such conviction. Failure to provide such notification will result in immediate termination of their volunteer status.

CLOSING STATEMENT

The goal of this policy is to balance our respect for individuals with the need to maintain a safe, productive, and drug-free environment. Thank you for helping us provide a positive volunteer experience!

Adoption Process

The Sequoia Humane Society has carefully designed the adoption process to ensure a good match between people and the pet they wish to adopt. As an SHS volunteer it is important for you to understand the adoption process. Following are the steps potential adopters go through before taking home their new companion:

1. Adopters review our Adoption Policies and Shelter Standards. Proceeding in the adoption process means they agree to abide by these guidelines.
2. Next they may walk through our facility and view (but not yet handle) the kittens, cats, puppies, dogs, and other animals that are available for adoption, or they may proceed to the next step in the adoption process—filling out an adoption application.
3. Adopters complete an adoption application – their answers to the questions on the application help us to help them choose a pet that is compatible with their family and lifestyle.
4. A shelter representative will discuss their application with them and ask them some additional questions. We review some of the responsibilities of pet ownership and the SHS policies on adoption.
5. Once their application has been approved they may visit with any of the animals that are available for adoption. If they are interested in a particular animal they can ask a shelter representative to take them to a visiting room so they can spend some time getting to know them. We will tell them what we know about each animal's personality and temperament and how that may or may not seem to fit their situation. We'll also answer their questions about how to care for or train the animal.
6. Once they have selected their new animal friend they will be asked to sign an adoption contract and pay an adoption fee. The fee covers spaying/neutering, vaccinations, a health check, a collar and ID tags, leash for dogs and carrier for cats, and a one year SHS membership. They are given a medical record that they can bring to their veterinarian, and provided with a month of free pet insurance.

Adoption Fees

ADOPTING A CAT

Adopter's receive:

- 1-year membership in SHS \$25.00
- Spay/Neuter \$35.00 for males and \$55.00 for females
- Health and Temperament Evaluation \$15.00
- FeLV/FIV Test \$40.00
- Vaccinations \$45.00
- Worming \$15.00
- Lifetime ID Tag \$2.50
- Microchip ID + National Registration \$30.00
- Collar & Cardboard cat carrier \$10.00
- Room and board per day \$10.00

Total Value \$227.50 to \$247.50

Adopter's pay only \$95.00

ADOPTING A DOG

Adopter's receive:

- 1-year membership in SHS \$25.00
- Spay/Neuter \$60.00+ for males and \$70.00+ for females
- Health and Temperament Evaluation \$15.00
- Heartworm and Lyme Disease Test \$40.00
- Vaccinations \$45.00
- Worming \$15.00
- Lifetime ID Tag \$2.50
- Microchip ID + National Registration \$30.00
- Collar & leash \$10.00
- Room and board per day \$10.00

Total Value \$252.50 to \$262.50 and up!

Adopter's pay only \$95.00

Adoption Policy

In an effort to ensure the best life-long placement of our adoptable animals the Sequoia Humane Society has established the following adoption policies:

- ◆ An adopter must be at least 18 years of age.
- ◆ Animals are adopted as pets and companions and only secondarily as mousers, watchdogs, etc. No dog is ever placed as a guard or attack dog.
- ◆ No animal may be adopted as a “gift,” except by a guardian for a minor child who lives with the adopter. The adult is ultimately responsible for the animal’s care.
- ◆ Animals are adopted as house pets and family companions, not as “outside only” pets.
- ◆ Animals are adopted to homes where application responses, counselor interview and pet-owning history indicate that they will receive appropriate lifelong care.
- ◆ Animals are placed with residents of military housing consistent with these policies and military housing office regulations.
- ◆ Animals are adopted to live in a rental residence where pets are welcome and permission is verified. In addition, individuals living with friends or relatives must have the homeowner’s consent.
- ◆ All dogs are placed in homes with an adequate and humane means of confinement.
- ◆ All cats and dogs adopted from SHS are sterilized prior to adoption.
- ◆ The SHS opposes the de-clawing of cats. People who wish to adopt a de-clawed cat will be approved only to adopt cats that were de-clawed prior to entering the shelter.
- ◆ Adoption fees are considered donations and are non-refundable.

The Sequoia Humane Society reserves the right not to adopt an animal into a situation that we believe would be dangerous (for the person or animal), impermanent, or unhealthy.

Shelter Standards

To ensure the safety of our visitors as well as our animal residents, the Sequoia Humane Society has established the following policies:

- An adult must accompany persons under 18 at all times while visiting the Pet Adoption Center.
- Visitors should check with a shelter representative before handling animals. No one should remove any animal from its enclosure without the aid of a kennel attendant.
- After visiting with an animal, we ask that visitors use disinfectant before handling another animal.

Thanks for your interest in volunteering!