

Client and Home Information

Date: _____

CLIENT NAME: _____

Phone: (Cell) _____ (other) _____

E-Mail: _____

How did you hear about my services? _____

Ever had a pet sitter before? Y/N

KEY: Key received Y/ N Key may be kept for future use or returned at your convenience. A charge (to cover time and gas) WILL apply for future key pickup/return if you choose not to let me keep it.

Which locks do you use? Front door: top Y/N bottom Y/N Back door: top Y/N bottom Y/N Garage into house Y/N

Does anyone else have a key? Y/ N Names: _____

I am **not liable** for the individuals listed above and they should not enter your home during my service period.

EMERGENCY CONTACTS (neighbor/relative/friend):

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

EMERGENCY INSTRUCTIONS (WHOM DO I CALL FIRST?):

EMERGENCY HOME SERVICE CONTACTS:

Lease Manager (if applicable): _____ A/C or Heat Repair: _____

Electrician: _____ Plumber: _____ Other: _____

Text you with updates? Y/N

HOME CARE:

Do you have a **security system?** Y/ N (If yes, see security system form.)

Location of breaker box in case of power outage: _____

Would you like any of the following services provided at no additional charge?

Plants watered: Y/ N How many? _____ (fee for 20 or more plants) Where? _____

Mail/Paper brought in: Y/N?

Garbage/recycling take to curb: Y/ N When? _____ TV/Radio left on for pet(s): Y/ N Where? _____

Lights/window fixtures rotated: Y/ N Where? _____

General CLEAN-UP:

Accident clean-up instructions (Particular spot remover/cleaner? Where located?):

Food and water bowl clean-up: Do you use a separate sponge, brush, dishcloth, etc? Y/N If yes, where located?

Does your disposal work? Y/N If not, where should I dispose of uneaten food, especially **wet**, if applicable?

Do your pets tend to have “accidents” in the house? Y/N

(DOGS ONLY) CLEAN-UP:

Location of cloth towels in case of rain or muddy feet from sprinklers: _____

Do you want me to scoop your yard? If so, where do I dispose of bags of waste? _____

For dogs who go on walks, where do I dispose of bags of waste? _____

(CATS ONLY) CLEAN-UP:

Litter box location & instructions: How many boxes? ____ Location? _____

Where do you dispose of used litter? _____