



Cullen's Archangel RescuE, Inc. (CARE) Cat Foster Application/Contract



President/Adoption & Foster Coordinator: Tara Haltiwanger
Tel: 803.622.9813
Email: caretoadopt@gmail.com
www.caretoadopt.org

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Home: (____) _____ Cell: (____) _____ Other: (____) _____

Fax: (____) _____ Personal Email: _____

Best time to call you: _____ Occupation: _____ (optional)

Have you read CARE's Code of Ethics, Policies, and Rescue & Adoption Program? Yes ____ or No ____

Do you have any questions regarding any of them? Yes ____ or No ____

What type of home do you live in? _____ (house, trailer, apartment, duplex, etc.)

Own ____ or Rent ____ If you rent, does your landlord allow pets and is pet deposit paid? Yes ____ or No ____

How many cats or kittens are you willing to foster at one time? _____

Where do you plan to keep your foster cat or kitten? _____

Are you willing to foster a sick or special needs pet? Yes ____ or No ____

What age range are you willing to foster? _____

What breeds or mixes are you willing to foster? _____

What sizes are you willing to foster? _____

Are you willing to foster a cat or kitten than needs grooming (brushing, shaving, eyes)? Yes ____ or No ____

Will you foster cats or kittens that are not declawed (most we rescue are not)? Yes ____ or No ____

Is there anything in particular you cannot deal with when fostering a cat or kitten? Yes ____ or No ____

If yes, please describe: _____

Do you have space to separate or quarantine fosters, if need be (for upper respiratory, etc.)? Yes ____ or No ____

Approximately how many hours will your foster cat be alone each day? _____

If you take on too much, are you able to say so and allow us time to fix the situation? Yes ____ or No ____

Are you willing to have a CARE representative visit you in your home prior to fostering? Yes ____ or No ____

Are there children living in the home (or visit often)? Yes ____ or No ____ Ages _____

Do you have other pets? Yes ____ or No ____ How many animals do you have? _____

If yes, please describe them below:

1) Name _____ Age _____ Sex _____ Neutered? Yes ___ or No ___

Species _____ Breed _____ Personality _____

2) Name _____ Age _____ Sex _____ Neutered? Yes ___ or No ___

Species _____ Breed _____ Personality _____

3) Name _____ Age _____ Sex _____ Neutered? Yes ___ or No ___

Species _____ Breed _____ Personality _____

4) Name _____ Age _____ Sex _____ Neutered? Yes ___ or No ___

Species _____ Breed _____ Personality _____

Do you understand heartworm prevention for cats? Yes ___ or No ___

Do you understand feline leukemia (FELV), FIV and FIP? Yes ___ or No ___

If you have cats, have they been tested for any of these? Yes ___ or No ___

Are your pets current on vaccines, heartworm and flea/tick prevention (if it applies)? Yes ___ or No ___

If you listed pets, are they indoor or outdoor? _____

What other animals have you had in the past? Please give the animal's name, breed, length of time you had them, and the reason you no longer have them:

Is there someone home during the day? Yes ___ or No ___ At night? Yes ___ or No ___

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Where will the foster cat stay during the day? _____ At night? _____

How do you intend to keep them safe while you are away from home? _____

How do you intend to adjust them into your home? _____

Are you prepared for the 1-3 month adjustment period that a rescued cat may need? Yes ___ or No ___

Do you breed or sell? _____ If so, average number of litters bred per year: _____

Have you worked (formally or informally) in animal rescue before? If so, please describe your experience here:

For which organization did you volunteer & where? _____ How long? _____

Do you currently work with them? If not, why not? _____

Have you ever fostered any animals before? _____ How long and for who? _____

Were you able to foster the cat/kitten until a permanent home was found? Yes ___ or No ___

If not, why not? _____

Required references we may contact: **(if possible, please list one relative and one non-relative)**

Name: _____ Home Phone (_____) _____

Relationship to you: _____ Best time to call: _____

Name: _____ Home Phone (_____) _____

Relationship to you: _____ Best time to call: _____

Current Veterinarian* (please give Dr. and clinic's name):

Name _____ Pet(s) seen there: _____

Street _____ Client for how long? _____

City/State/Zip _____

Phone (_____) _____ Fax Phone (_____) _____

* Please notify your Vet's office that an application has been submitted for fostering pets with CARE. Give them permission to release general information about you and your pet care history to a CARE representative. In addition, your signature below will also serve as giving your permission to release the aforementioned information (required by some Vets). This is only used for verification purposes.

Emergency Veterinarian*:

Name _____

Street _____

City/State/Zip _____

Phone (_____) _____ Fax Phone (_____) _____

* If you do not know who handles emergencies in your city, please research and list them here. Be sure to know in case an emergency ever arises. Most vets will not see their client's emergencies. Usually, you must go to a separate Emergency Clinic. We would like to make sure you are prepared. Please keep this information on your refrigerator or close to the phone.

Do we have your permission to contact your veterinarian and references? Yes ___ or No ___

In a few words, please tell us why you wish to become a Foster Parent for CARE. Please include your knowledge and experiences with animals.

I agree to abide by the Program and Policies set forth by the Cullen’s Archangel RescuE, Inc. (CARE) Board of Directors. I understand that any foster animal in my care may be removed from my home at any time with or without reason by or on the authority of CARE’s Board. I understand that CARE foster animals do not belong to me or my family. I understand that should I want to adopt a CARE foster animal, it will be at the sole discretion of the Board. I understand that I will have a strong influence in who shall adopt any foster animal in my care, but the Board has the final word in the foster pet’s adoption. I understand that I am expected to follow up on all of my adoptions as needed and assist adopters through the adjustment period, but I am not to force the adopters to remain connected to me or CARE beyond that (“no strings” policy).

I am aware there is no guarantee, warranty or full knowledge of any rescued pet’s health and temperament. I volunteer to accept the rescued animal in my charge as a humanitarian act and agree to release and hold harmless Cullen’s Archangel RescuE, Inc. along with CARE volunteers and Board members, from any and all liability or responsibility in connection with any pet(s) I agree to foster.

I hereby agree that any monies (adoption or general donations) that I collect or receive on behalf of CARE will be turned over to CARE’s President, Tara Haltiwanger, for deposit into CARE’s bank account. Additionally, I hereby certify that I am in good standing with the local rescue groups and veterinarians. I agree to uphold a professional relationship with every contact I have through CARE, including, but not limited to vet clinics, distributors, potential adopters, other volunteers of CARE, and other rescues. Furthermore, I promise that I will not conduct myself in any manner which could reflect badly on CARE or any of CARE’s volunteers. Last, I certify that I am at least 18 years of age and a legal US citizen. I agree to include a photocopy of my current driver’s license for verification purposes. I understand that this will be kept confidential and not given out to any other parties.

Applicant’s Signature

Submission Date

CARE Rep Signature

Approval Date

Thank you for your interest in fostering for CARE. The Board of Directors will consider your application and contact you shortly to set up a home visit. Please return a signed copy of this application and a copy of your driver’s license to the following address for final review. Thank you!

Cullen’s Archangel RescuE, Inc. (CARE)
C/O Foster Homes
P. O. Box 969
Swansea, SC 29160

Email: caretoadopt@gmail.com

Enc: CARE Code of Ethics
CARE Policies
CARE Rescue and Adoption Program

CARE CODE OF ETHICS

GOAL

The Code of Ethics was established and approved by the Board Members of Cullen's Archangel RescuE, Inc. (CARE) as a standard for volunteers, also known as CARE Reps. The goal of this code of ethics is to protect and preserve CARE, animal rescue, volunteers, and individual animals. All CARE Reps have an obligation to put the welfare of the animals above personal gain and refrain from activities that would be detrimental to the best interests of these animals or CARE. These guidelines are presented with the realization that ethics are difficult to regulate and that most individuals desire and intend to do what is right. Education and communication are the preferred methods of obtaining compliance to these practices.

GENERAL CONDUCT

CARE Reps shall provide all animals (or fosters) in their care with the highest possible standards of nutrition, shelter, cleanliness, exercise, training, socialization and individual attention so that these animals may become well-adjusted companions.

CARE Reps shall NOT engage in false or misleading advertising or other misrepresentation of his/her rescues. CARE Reps shall NOT malign other CARE Reps, veterinarians, or rescue organizations. CARE Reps are encouraged to provide pertinent information about their own rescues or those of others, providing such information is accurate and verifiable.

CARE Reps should seek the best possible environment for each foster. NO CARE Rep shall sell, consign, or donate animals to such places as commercial/USDA breeders, pet stores, pet brokers, or catalog houses. Animals may not be offered to events such as raffles, auctions, drawings, lotteries, contests, or laboratories. CARE Reps should not knowingly deal with unethical persons. All rescues must be kept for at least 10 days prior to placement for quarantine.

CARE Reps must comply with all record keeping requirements as set forth by CARE's Board Members.

HEALTH ISSUES

ANY and ALL health issues, concerns, and/or obvious veterinary needs MUST be reported to Tara Haltiwanger immediately. I will then decide what steps to take. DO NOT take any of these issues into your own hands unless it is a life or death emergency. Keep in mind funds are limited at ALL times. If an emergency arises, go to nearest emergency clinic or vet and call Tara Haltiwanger immediately. Before calling – ALWAYS get an estimate, what that estimate includes, diagnosis and prognosis. If you do not get an answer, leave a message stating how to contact you, which animal is having the emergency, what that emergency is, where you have taken the animal, and what is being done by the vet to handle the emergency.

Information CARE MUST provide Adopters:

CARE Rep should always provide the new Guardian (owner/adopters) with the following:

1. Any registration papers or other identification available for the adopted animal.
2. Immunization schedule and veterinary health records.
3. Written info concerning care, disposition, feeding, training, socialization and accident prevention.
4. A copy of the Adoption Contract.

CARE RESCUE POLICIES

The purpose of CARE is to find loving homes for animals that have ended up in our local streets or kill shelters. Rescue is

not intended to help breeders place their excess animals or individuals rehome their animals due to moving or other circumstances, except in extreme situations deemed necessary by the CARE Board Members (i.e. mills). Should a breeder or individual contact you for help, please do your best to advise them of other/better options available to them. Many times, they simply want you/us to "take care of their problem" in order to avoid the time and expense of placing their own animals themselves.

ALL rescued animals MUST be spayed or neutered BEFORE placement (unless special circumstances are approved by Tara Haltiwanger, in advance).

1. Expenses are not authorized by anyone in CARE except Tara Haltiwanger and Cheryl Durden. You must communicate with one of them to fulfill the animal's medical needs.
4. Should a bill arise for various reasons - Itemized bills must be submitted to the Treasurer, Cheryl Durden, for reimbursement. Bills must include the animal's name, ID number and be printed on veterinary letterhead. **Please submit a written confirmation of approval by the Treasurer for any expenses with the itemized bill.** Electronic confirmation is acceptable.
5. A check from the Treasurer is to go directly to the veterinarian supplying the services, not to any individual, unless submitted with a detailed bill from a veterinarian.
6. Expenses that have not received proper approval may be considered to be the responsibility of the rescue representative or foster home.
7. A signed Adoption Agreement and adoption fee (see animal's profile for fee) payable to *Cullen's Archangel RescuE, Inc. or CARE* must be sent to the Treasurer within one (1) week of the adoption. Forms can be obtained from CARE's Yahoo Group.
8. Rescued animals remain the property of CARE at all times prior to adoption and upon return should the adoption fall through. CARE's Board has the authority to place the animal in any home they deem acceptable. Foster homes are encouraged to have input on potential adopters and their opinion will be considered. In most cases, once trained, the foster parent will decide who is qualified to adopt their own foster animal unless they are not comfortable doing so.
9. CARE's President and/or Vice President shall have final determination on the disposition of an animal should expenses be over \$300 or quality of life is determined to be severely and negatively affected. **Euthanasia will only be authorized by Tara Haltiwanger, President/Vet Tech, or Lara Truesdale, Vice President/Vet Tech.**

CARE RESCUE AND ADOPTION PROGRAM

CARE's goal is to help as many needy animals as possible while limiting ourselves enough to provide and maintain a high level of care to each animal we have committed to. We MUST ALWAYS keep an eye on ourselves and guide each other

to prevent us from becoming “hoarders” or simply “stretched too thin” and “burned out”. Always keep in mind what you can truly handle and keep yourself within your limits.

ACQUISITION OF ANIMALS

Animals brought into CARE will ONLY be decided upon by the Intake Coordinator, Lil Bridgeman, or the Board of Directors. CARE’s main focus is to pull animals from kill shelters, puppy mills and local streets, owner turn ins are limited but do occur. If you would like to get an animal approved to come into CARE, submit the animal’s info, records and picture (if available) to Lil Bridgeman for review and possible approval.

HOUSING OF ANIMALS

ALL animals must be held at least 10 days for quarantine prior to placement. CARE mainly utilizes one type of “housing” method, which is fostering in approved private foster homes. It is our desire to keep all foster animals indoors, but at times, it may be necessary for some of them to be kept in large pens outside. As soon as an indoor foster home can be arranged, the outdoor fosters will be moved indoors. **THESE OUTDOOR FOSTERS TAKE PRIORITY OVER ANY NEW ANIMALS COMING IN.** Indoor foster homes are best suited for creating a well-rounded, highly adoptable pet and will, therefore, remain CARE’s housing method of choice.

ADOPTIONS

The first step in finding a new home for any animal is listing them with a picture on CARE’s website. This site automatically posts each animal on PetFinder, Pets911, 1-800-SAVE-A-PET as well. The second step is networking through people we know. The third is Adoption Days. At times CARE will advertise in The State classified ad section or Craig’s List

Once you have found some prospective new owners, screen them well (see next section) and send all of the information to a Board member for final approval. Once you are comfortable with screening and adoptions, you will be able to conduct your own adoptions. **It is MANDATORY that all animals be spayed/neutered and current on vaccines prior to placement.**

A monetary adoption fee is requested of the new owners, which will be set on an individual basis according to the animal’s breed, disposition, age, medical bills, etc. We accept personal checks with proper ID, Cashier’s Checks, Money Orders, and PayPal. Adoption fees should be made payable to **Cullen’s Archangel RescuE, Inc. or CARE** and should go directly to Cheryl Durden for deposit. **DO NOT** pay their fee for them! A reduced adoption fee may be allowed on an individual basis, depending upon the reason why. If a situation arises like this and you are not sure what to do, refer to Tara Haltiwanger or Cheryl Durden. Adoption fees are NOT tax deductible, only donations are.

Original SIGNED Adoption contracts and all records need to be uploaded to the animal’s profile and sent to Cheryl Durden at CARE’s PO Box within 2 weeks of medical care and adoption. If you cannot upload, let Cheryl Durden know and mail them on to her. Be sure to keep an adopter’s copy of medical records in your foster file box.

With proper evaluation and placement, the chance of an adoption not working out is lessened considerably. But should an animal not work out for any reason, you must impress on the new owners that the animal must be returned to CARE ONLY. This eliminates the problem of having to bail the animal out of a shelter or having him/her end up in an unsuitable home. If a return is necessary, go pick up the animal IMMEDIATELY! This should be done within days - the adopter will become impatient very quickly. **IF YOU CANNOT GET THERE WITHIN TWO DAYS, CALL ANOTHER VOLUNTEER FOR HELP!** The application says one week, but rarely will they be that patient.

SCREENING POTENTIAL ADOPTERS

Screening potential adopters is an integral part of the rescue process. A successful adoption begins with the initial contact. It is the foster parent’s responsibility to conduct all interviews rationally and fairly. Use the adoption process to help educate the public not only on the particular animal they wish to adopt, but also on responsible pet care and training. Rescuers have to be careful – be able to say “no” politely to a prospective adopter if the home is not suitable for an animal.

Some questions are useful for uncovering the true attitude of a prospective adopter:

Do you have children? What are their ages and interests? Will the children be expected to be responsible for the care of the animal?

Have you had this breed before? What attracted you to it? Why do you want this animal?

Do you currently have any pets? What are they (species/breed/age/sex)? Are they altered?

How many animals have you had in the last 10 years? What happened to them?

Do you have a fenced yard? Where will your animal stay during the day? At night? How many hours will it routinely stay alone?

Who is your veterinarian?

If the animal makes a mistake, what kind of correction will you make? What is your definition of disciplining an animal?

An adoption contract finalizes the qualifications previously discussed with the adopter. In addition, it absolves CARE and its volunteers of liability for further actions of the animal. The contract spells out the rights and responsibilities of all sides and must be taken seriously as part of the final placement.

An important part of the adoption contract is the adopter's signature. Be sure they understand what they are agreeing to. They will receive a copy of the contract with their adoption kit. It is a good idea to schedule follow-up calls or visits to see how things are working out and head off problems quickly.

Sometimes, everything seems right for an adoption, yet you just do not feel right about it. As long as you are being realistic – GO WITH YOUR GUT!!! The final decision to place an animal often comes down to instinct. Your gut is rarely wrong. Adoptions should be a solid operation to ensure that the animal will be a part of the adopter's life forever.

Sometimes, no matter what potential problems you try to head off in the adoption process, it simply does not work out. Adoption returns can happen for various reasons. Do not blame yourself or feel guilty. As much as we want to keep returns to a minimum, we do not want an animal to be in a home where he/she does not fit in or is no longer wanted. Many foster parents worry that the return or "bouncing" is detrimental to the animal's physical and mental health, but in actuality, this is not always true. While this can be true, for some animals, it can be a blessing in disguise for others.

For one, we learn more about what that particular animal needs in a permanent home or in preparation for a permanent home. Some issues will not come up until an actual adoption occurs because each home environment is different. Second, an insecure animal will sometimes become more confident after being moved around a little (it forces them to be more outgoing). The same is true for animals with behavior problems because many of these problems can be attributed to insecurity as well. This is not to say that this is true in EVERY situation, but sometimes we simply do not give animals the credit they deserve for their superior resilience.

Note: Even for the animals that seem to be hurt by "bouncing", it will open up areas that need work and strengthen them. This is not to say that returns are desirable because sometimes bouncing will cause damage that cannot easily be reversed. This is simply to say, if it cannot be avoided, look for the positive and help the animal to benefit from the situation.

THE LEGAL ANGLE OF RESCUE

When a private person or rescue operation takes possession of an animal and is intending to keep it or place it in a home, that rescuer and organization becomes legally responsible for the animal. The organization and rescuers are viewed as having the same responsibility as any other animal owner in terms of liability. By keeping the animal, the rescuer voluntarily assumes the duty to ensure that the animal does not violate any laws or cause any harm.

To avoid legal problems, we MUST:

1. Avoid negligence. To defend against a claim of negligence, it must be shown that the caretaker exercised reasonable care under the circumstances.
2. Inspect the potential home. What is necessary for this animal and is it there? The requirements for animals are very different for each depending upon many factors (i.e. disposition, breed, species, size, history, medical/special needs, etc.).
3. Learn about an animal's history. Find out as much as you can about the animal before you get it. Evaluate and learn about the animal while you have it and share everything you know with the prospective new owner.
4. **Adoption Contract** - The most important item (legally) included in the contract is an agreement by the new owners to indemnify and hold the rescuer and CARE harmless from responsibility or liability for the acts of the animal while in the new owner/guardian's possession.

Unfortunately, sometimes the only safe thing to do is euthanize the animal. If an animal is overly aggressive or displays violent tendencies while in your care, you can be charged with actual knowledge of the animal's vicious propensity and you can be held legally responsible should that animal injure someone at a later date.

Rescue can be extremely gratifying, but do not forget to protect yourself and CARE while protecting the animals. Give yourself time when needed and be forthcoming with us when/if you need a break. We look forward to many successful years of working together!

Thank you again,



Tara Haltiwanger
Founder/President

Revised 4/3/09