

Transfer Partner Agreement

Pet Network Humane Society is a private nonprofit organization in the state of Nevada. By creating this transfer program, PNHS recognizes we can provide animals in your care a second chance at recovery and the opportunity to find new homes, but only with your help!

The below policies and conditions are designed to enable us to help as many animals as possible and ensure that we share common beliefs and attitudes when it comes to the care and humane treatment of animals.

PNHS is dedicated to helping animals and invites other animal welfare organizations to work together as a transfer partner in order to improve the lives of companion animals here in Nevada.

Our Commitment

A key factor to ensuring a cooperative and productive relationship includes an agreement to focus on common goals and a shared appreciation, compassion, and love for animals.

In this spirit, we request that transfer partners understand what our commitments are to the animals transferred to us and formally agree to the below guiding principles:

1. We recognize that all stakeholders in the animal welfare community have a passion for and are dedicated to the mutual goal of saving animals' lives.
2. We, as animal welfare stakeholders, agree to foster a mutual respect for one another. When discussing differences of policy and opinion, either publicly or within and among our own agencies, we agree to refrain from denigrating or speaking ill of one another. We will also encourage those other individuals and organizations in our sphere of influence to do the same.
3. We will have sufficient space to appropriately house all transferred animals. No animals already under our care will be displaced or euthanized due to lack of space in the shelter.
4. As an independent 501(c)(3) nonprofit animal shelter, we strive to make Nevada a no-kill state. In accordance with this, we will exhaust *any and all options available to us* prior to any decision regarding euthanasia, excluding medical emergencies.
5. We will maintain animals in a healthy and safe environment with appropriate human interaction, meeting the Association of Shelter Veterinarians *Guidelines for Standards of Care in Animal Shelters*.

6. Any behavior Modification techniques and methods employed by us will be neither physically nor mentally stressful or damaging to the animal.
7. Any medical care and treatment provided by us shall be overseen by a licensed veterinarian.
 - a. In cases where infectious disease is diagnosed, which could potentially be damaging to the welfare of other animals, the TP will be notified as soon as reasonably possible.
8. All unaltered animals under our care will be spayed or neutered prior to adoption, unless the animal is medically exempted by the PNHS staff veterinarian.
9. All animals under our care will be kept up to date on the core vaccines.
10. All animals under our care will receive a microchip before adoption if one has not already been implanted.
11. All animals under our care will be dewormed by a general dewormer at time of intake or once they have reached the appropriate age
12. No animals under our care will be used for unethical medical experimentation, breeding, or fighting.
13. We will abide by any local, state, or federal laws and will not knowingly place an animal with a person or group that is in non-compliance with local animal control or licensing codes.
14. We will make every attempt to find loving, responsible, lifelong homes for all animals under our care.

Animal Transfer Procedure

In order for us to fulfill our commitments to all animals transferred to us, we require the following procedures to be followed:

Pre-Transfer Contact

- I. Communication between the designated coordinators of PNHS animal transport and transfer partners (TP) is important to decide and confirm timing, quantity, and types of animals being transferred, as well as any health considerations.
- II. TP will send an email with a transfer request and information regarding each transfer candidate animal to transfers@petnetwork.org. This transfer

request must include the following information on all transfer candidate animals:

- A. Vaccination history
 - B. Veterinary records for any procedures performed (if applicable)
 - C. Photo/video
 - D. Description of the animal
 - E. Date of intake
 - F. How the animal was acquired (owner surrender, stray, etc.)
 - G. Pre-transfer behavior notes
- III. PNHS will thoroughly review the behavior observations and health record of each animal before agreeing to accept the transfer.
- IV. TPs are encouraged to reply to the email with all necessary information as soon as reasonably possible.

Pre-Transfer Behavior Observation

- I. All transfer candidate animals will be observed by a representative from the TP. During this observation, general notations will be made regarding the socialization and kennel habits of each animal.
- II. In situations where a transfer candidate animal has a history of behavior that may affect the animal's adaptability and placement within the community, the TP will disclose any and all of the information within their control to PNHS. PNHS reserves the right to make the final decision regarding the suitability of any particular animal for transferring into its care, pending any current behavioral cases we have.
 - A. PNHS reserves the right to inquire for further details regarding described behaviors prior to making our decision.
- III. Once animals are accepted upon arrival, PNHS takes full responsibility for the animals, including any behavioral incidents that may happen while in our care.

Pre-Transfer Medical Routine

- I. Where possible, the following medical care can be given by the TP to improve our ability to save lives
 - A. First round of core vaccines
 - B. First round of dewormer
- II. The TP will make every attempt to disclose any and all information related to the medical condition of the transfer candidate animal to PNHS,

including making available any documents, records, and contact information for any veterinary clinic who provided care, where applicable.

- III. PNHS reserves the right to make the final decision regarding the suitability of any particular animal for transfer, pending any current medical cases under our care. The TP understands that animals diagnosed with a medical condition will receive appropriate medical care as needed upon intake.
 - A. PNHS reserves the right to inquire for further details regarding described medical conditions prior to making our decision.
 - B. After the transfer takes place, PNHS will be responsible for any diagnosed or undiagnosed medical conditions the animal may have.
 - C. PNHS will assume full responsibility for the animal's medical needs and associated costs until such time that the animal is placed into a permanent home.

Confirming Transfer

- I. Once animals are selected by PNHS, arrangements for transfer will be scheduled for the soonest reasonable mutually agreeable time and date.
 - A. Arrangements for transfer will not be made until all requested documentation is received and thoroughly reviewed by PNHS.
 - B. If the estimated time of arrival differs from the previously agreed upon time, the party responsible for transportation will make every effort to notify the alternate party of the change in time as soon as possible.
 - 1. When a TP facilitates transportation, all transfers must arrive at our facility no later than 4:30PM, regardless of when the transport was originally scheduled for.
- II. After transfer confirmation, no changes can be made to the animals scheduled to be transferred unless new health or behavior concerns are identified. If new concerns are identified by the TP:
 - A. The TP will contact PNHS to disclose findings as soon as reasonably possible.
 - B. Based on the new information, PNHS will confirm if we can still accept the animal.
 - 1. If so, transfer progresses as usual
 - 2. If not, attempts can be made to substitute another transfer candidate into the scheduled transfer, if time allows.

- III. Once a scheduled transfer candidate has been placed into the care of a PNHS representative, “ownership” of that animal transfers to PNHS.

Transport Safety Guidelines

- I. Transport Vehicle
 - A. Vehicles must, at minimum, adhere to all federal or local statutes
 - B. Vehicles should be enclosed and secure, and have effective climate control and ventilation
 - C. Ambient vehicle temperature should not fall below 60°F nor exceed 85°F for more than 4 consecutive hours
 - D. All transported animals should be confined within an appropriate enclosure meeting the requirements listed below.
- II. Enclosures
 - A. Must be large enough for animal to stand, sit up, turn around, and lie in a natural position
 - B. Each animal should be in a separate carrier except for young littermates, mothers with puppies younger than eight weeks, or bonded pairs. Carriers should be secured within the vehicle
 - C. Flooring must prevent injury, discomfort, and fluid leakage
 - D. Doors must be secure to prevent accidental opening
- III. Transporter Responsibilities
 - A. At a minimum, stop every 4-6 hours in a safe area to perform a visual check and to provide water to the animals
 - B. Animals should not be left unattended when it may be detrimental to their health and safety
- IV. Animal Health
 - A. Critically ill or injured animals should not be transported without approval from a veterinarian

Post Transfer

- I. Email or phone confirmation of received animals will be made from PNHS to the TP within 24 hours of animal arrival.
- II. Upon request from the TP, PNHS will provide outcome date and type for transferred animals.
- III. Any provided photos or videos of an animal that has *completed transfer* to PNHS will be considered advertising material and may be fully utilized by Pet Network as such, unless otherwise stated by the TP.

If a transfer partner intentionally violates these guidelines/requirements, they risk severing their relationship as a PNHS transfer partner.