



Today's Date \_\_\_\_/\_\_\_\_/\_\_\_\_

The Stafford SPCA's goal is to find permanent, loving, responsible homes for the animals in our care. We try to find a match that considers not only the best interests of the animal, but those of people as well. The Stafford SPCA reserves the right, without explanation, to refuse any application, and to deny any adoption in its absolute discretion.\* The following questionnaire must be completed in its entirety, and all references will be verified. **By filling out this application, I hereby give consent to Stafford SPCA and its authorized representatives to perform appropriate background and/or credit checks as needed to approve this application.** \_\_\_\_\_ *Initial*

Staff Use Only: BKG \_\_\_\_ PT \_\_\_\_ VT \_\_\_\_ DNA \_\_\_\_ Cty Tgs \_\_\_\_ M&G \_\_\_\_  
Comments \_\_\_\_\_  
Home Visit Sch: \_\_\_\_\_ Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

**ALL FIELDS MUST BE COMPLETED**

**ALL adults in the home must be listed on the application**

Name of animal(s) you wish to adopt: \_\_\_\_\_  
 Male  Female  Cat  Kitten  Dog  Puppy Breed \_\_\_\_\_

**Applicant #1:** First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_

Other names used (maiden or other married names) \_\_\_\_\_

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Driver's License # \_\_\_\_\_ State of Issue \_\_\_\_\_

Full street address \_\_\_\_\_

City/County/State/ZIP \_\_\_\_\_

Previous address, if less than 5 years at current \_\_\_\_\_

Home Phone ( ) \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_ Work Phone ( ) \_\_\_\_\_

Employer: \_\_\_\_\_

Full work address \_\_\_\_\_

City/County/State/Zip \_\_\_\_\_

Personal email address \_\_\_\_\_

**Applicant #2** First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_

Other names used (maiden or other married names) \_\_\_\_\_

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Driver's License # \_\_\_\_\_ State of Issue \_\_\_\_\_

Full street address \_\_\_\_\_

City/County/State/ZIP \_\_\_\_\_

Previous address, if less than 5 years at current \_\_\_\_\_

Home Phone ( ) \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_ Work Phone ( ) \_\_\_\_\_

Employer: \_\_\_\_\_

Full work address \_\_\_\_\_

City/County/State/Zip \_\_\_\_\_

Personal email address \_\_\_\_\_

**\*Are there more than 2 adults in the home? If so, please include name and DOB information on ALL adults.\***

1. Have you previously applied to our shelter for an animal? If yes, when? \_\_\_\_\_

2. Current Housing:  Own  Rent

3. What type of dwelling?  House  Townhouse  Condo  Apartment  Mobile Home

4. If not the home owner, specify landlord or rental agent's name: \_\_\_\_\_

Landlord or Rental Agent's Phone # (        ) \_\_\_\_\_

5. Are there any breed restrictions in your lease or neighborhood? \_\_\_\_\_

If yes, what are they? \_\_\_\_\_

6. Do you belong to a neighborhood HOA (Home Owner's Association)?  Yes  No

If so, please provide a HOA Point of Contact – Name: \_\_\_\_\_

Phone number: (        ) \_\_\_\_\_

7. Is this your first dog or cat?  Yes  No

8. Please provide the following information about your household:

How many adults? \_\_\_\_\_ How many children? \_\_\_\_\_

Ages of children: \_\_\_\_\_ Any special needs? \_\_\_\_\_

*\*Information regarding special needs is not used to disqualify applicants. Rather, it is used to assess the needs of the child/needs of the pet to determine a quality match for all parties.*

9. Who would be your pet(s) primary caregiver?

Adult

Teenager

Child

10. Do any members of your household have allergies to animals?  Yes  No

11. Would you consider taking an allergy medicine if you or your family member developed an allergy to the animal?  Yes  No

12. Have you ever surrendered an animal?  Yes  No

If so, where and why? \_\_\_\_\_

13. If applicable, have any of your cats been declawed? If so, why? \_\_\_\_\_

**14. List all the animals you have owned or lived with in the past five (5) years:**

Name	Type and Breed	Age	Gender	Still own? (If no, explain)

**15. Which of these animals are spayed or neutered?** \_\_\_\_\_

**16. Where are your current animals kept?**  Indoors  Outdoors  Both

Please explain: \_\_\_\_\_

**17. If you currently have pets, or have had a pet in the last five (5) years, please list your primary Vet, along with contact telephone numbers.**

Primary Vet \_\_\_\_\_ Tel # (\_\_\_\_\_) \_\_\_\_\_

Other Vet \_\_\_\_\_ Tel # (\_\_\_\_\_) \_\_\_\_\_

**18. Whose name is listed as the owner/caregiver on the animal hospital's chart/account?**

*\*\*To save time and speed the adoption process, please call your vet and have them note your account that we will be calling to verify your pet's medical information.*

**19. If this is your first pet, what animal hospital are you planning to use?**

Vet/Clinic Name: \_\_\_\_\_ Tel # (\_\_\_\_\_) \_\_\_\_\_

**20. Do you have a fenced yard?**  Yes  No

**21. If yes, what type of fence** \_\_\_\_\_ **Height** \_\_\_\_\_

**22. How big is the fenced portion of the yard?** \_\_\_\_\_

*\*All dog adoptions require a structural fence, with only RARE exceptions made for apartment-suited dogs, to the right family with a proper exercise plan. Size may vary depending on breed/individual needs. We do not adopt into homes that use invisible fencing as a sole means of containment. You can speed the process by attaching pictures of your fence.*

**23. If your new pet will be alone (without human companionship), where will the animal be kept during this time and for how long?** \_\_\_\_\_

**24. Where will the animal sleep at night?** \_\_\_\_\_

**25. Is this animal intended to be a gift?**  Yes  No

**26. How will you care for your pet when you travel, go on vacation, or in case of emergency requiring your extended absence?** \_\_\_\_\_

**27. Change is inevitable in one's life. What will you do if you could no longer care for your animal?**

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**28. Where would you go if your pet had a medical emergency?** \_\_\_\_\_

**29. What kind of animal behavior do you find unacceptable (please be specific)?** \_\_\_\_\_

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**30. What would you do about these behaviors?** \_\_\_\_\_

**31. What are your thoughts on declawing cats?** \_\_\_\_\_

**32. What other things would you like the SPCA to know about you, as we consider your application, and why do you feel you would be a really good home for this animal?** (Please feel free to attach another page if desired.)

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**33. Were you referred by someone? If so, who?** \_\_\_\_\_

**34. If not referred, how did you hear about us?** \_\_\_\_\_

**35. Are you currently a volunteer with the Stafford SPCA?** \_\_\_\_\_

**36. Are you financially prepared to make this pet a lifetime family member?** Circle one: **Yes** **No**

**37. If this is a joint adoption, who will get custody of the pet in the event the relationship ends?**

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**38. How will you financially care for the pet if there's an emergency requiring expensive, life-saving measures?** \_\_\_\_\_

**39. What food will you feed the pet?** \_\_\_\_\_

**40. Are you planning to move in the near future?** \_\_\_\_\_ **If so, when?** \_\_\_\_\_

**41. Have you considered what you're willing to spend and have you budgeted for animal expenses?**

Circle one: **Yes** **No**

**42. Are you committed to the completion of dog/puppy obedience training as required in our adoption contract?** Circle one: **Yes** **No**

**43. Is NOW a good time to bring a new pet member into the family?** Please discuss with all family members and determine if this is a stable time to bring in a new pet, and if your daily schedule will allow for time to care for a new pet. We are committed to the lifetime placement of all animals in our care. We do not adopt "until" pets.

Circle one: **Yes** **No**

**44. We are here to facilitate a successful union with your pet. Please let us know which of these subjects you would like to learn more about:**

- housetraining       chewing       obedience training       heartworm/flea/tick preventative
- crate training       barking       canine rivalry       grooming       litter box issues
- feeding       vaccinations       destructive scratching (soft claws)
- introducing your current pet to your new pet       other \_\_\_\_\_

**45. AUTHORIZATION FOR RELEASE OF MEDICAL INFORMATION**

I, \_\_\_\_\_, have made application to the Stafford SPCA to adopt  
**PRINT NAME**

an animal. I hereby authorize the Stafford SPCA to contact any and all veterinarians, veterinary technicians, health care providers and any other individuals who have provided health and/or medical care to my current and/or past animals and I authorize any and all individuals so contacted to release any and all such information to the Stafford SPCA.

\_\_\_\_\_  
**Signature of applicant**

**46. PERSONAL REFERENCE (Person who knows you and your relationship with animals):**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/County/State/ZIP: \_\_\_\_\_

Home # (        ) \_\_\_\_\_ Cell # (        ) \_\_\_\_\_

Relationship \_\_\_\_\_ Years known \_\_\_\_\_ Email: \_\_\_\_\_

*I certify that all information contained in this application is true, and I understand that false information may void this application. I also certify that neither I, nor anyone in our household, has ever been convicted of animal cruelty, neglect or abandonment.*

**Signature** \_\_\_\_\_

**Date** \_\_\_\_/\_\_\_\_/\_\_\_\_

Email completed application to: [Adopt@StaffordSPCA.Org](mailto:Adopt@StaffordSPCA.Org)    **OR**    Fax to: (866) 522-8042

**Stafford SPCA shelter address:** 140 Andrew Chapel Rd. Stafford, VA 22554 **Open by appointment only**  
Phone: (540) 657-7387 (PETS)      Fax (866) 522-8042

*\*The Stafford SPCA does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.*

## Adoption Process

### **Fill out the application completely**

- List every person 18 years and older that resides within the house, even if temporarily living there.
- If you do not own the home, the homeowner or landlord must provide written permission to add the pet to the residence.
- To speed our screening process, please include all veterinary contact information, personal references and information on ALL adult members of the home.
- Failure to provide all information will result in a delay in processing your application, as we will need to contact you for missing information before processing can be complete.

### **Our veterinary reference check**

- Vet references must be listed for any animal that you have owned within the last five years.
- All current pets must be spayed/neutered, unless there is a documented medical reason the alteration could not be performed. We call your vet to confirm that the animals you own currently or have owned in the past have gotten attentive, regular vet care while under your ownership.

### **Dog-specific information**

- Dog adoptions require a fenced backyard, with a minimum height of four feet. (Requirements may vary by breed.) We make exceptions for dogs suited to apartment living without a backyard only in **rare** circumstances. Fences must be designed to reasonably contain a dog and keep out unwanted intruders or predators.
- We do not adopt into homes using invisible fences as the sole means of containment, with no exceptions.
- All current dogs must be up to date on all vaccinations (rabies vaccines are required by law), be negative for heartworm, and taking a heartworm preventative. All currently owned dogs must have an up to date dog license from the city/county of residence.

### **Cat-specific information**

- Existing cats in the home must be negative for Feline Aids and Feline Leukemia. Existing cats must be up to date on rabies vaccinations (required by law) and distemper vaccination.
- Declawing of cats is **STRICTLY** forbidden.
- We do not adopt indoor/outdoor cats. Our cats are indoor only except in rare circumstances when we have barn cats looking for homes.

*Once we receive your application, please be patient with us as we process it.*

*We are a small and growing rescue, and we work as quickly as we can with a small but dedicated staff. After we have run the initial background on your application, we will call you for your phone interview to get to know you, and you can ask any questions at all about our process or the animal you've applied for, and we can explain our adoption and home visit process.*

### **Your meet and greet appointment**

- Meet and greet appointments will be scheduled at our shelter (or at the foster home if the pet is under the care of a foster family) as soon as possible. We ask that, whenever possible, ALL members of the household attend the meet and greet.
- After your meet and greet, we ask that you take 24 hours to consider the decision, as a family, and that everyone agrees with the adoption decision. After you have taken time to think about it, contact us to let us know you want to go forward.
- If you own a dog, and wish to adopt a second, we will facilitate a proper introduction at our facility. If your current dog has anxiety or temperament issues, please let us know ahead of time so we can tailor our introduction to his/her specific needs.

### **The home visit process**

- We will arrange for a home check **before** adoption day, performed by either Stafford SPCA staff or a volunteer, to ensure your home is safe and adequate for the animal you wish to adopt. At this pre-adoption home visit, we will inspect your fence (for dog adopters) to be sure it is adequate for safety and containment, and examine your home for safety and compatibility.
- On adoption day, if we have determined that your home and family will provide a good, loving, safe, lifetime placement for all people and pets concerned, we enter into our adoption contract, collect the adoption fee, and provide all the vet records and transitional materials for your new forever family member.

### **Follow-ups**

- Adopters agree to take their new family member to their vet within the first 30 days of ownership and to provide notes from that visit to the Stafford SPCA.
- If not already altered, any animal adopted must be spayed/neutered within 30 days or by six months of age.
- Adopters agree to take their new dog to obedience training with a licensed trainer or training class. Adopters agree to provide the dog's completion certificate from training to the Stafford SPCA within six months of ownership.

*Everything we do, we do because we are looking for FOREVER homes and FOREVER families!*