



**Animal Surrender Checklist**  
*For animals that were not originally adopted through Paws4ever*

	Cats	Dogs
Owner Surrender Form Completed	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Recent Veterinary Health Check (within 2 weeks of evaluation/return) to include the following:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Negative Heartworm Test		<input checked="" type="checkbox"/>
Negative Combo Test for FIV & FeLV	<input checked="" type="checkbox"/>	
Up to Date on Vaccinations	Rabies FVRCP	Rabies Bordetella DAPP
Up to Date Fecal Exam	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Up to Date on Preventative Meds	Flea/Tick	Flea/Tick Heartworm
Free from Infectious Disease	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Health/Behavior Evaluation completed by Paws4ever	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pay Surrender Fee of \$100 for altered pets or \$150 for intact pets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

**Process:**

*Once steps 1-4 are completed satisfactorily and after each step along the way, staff will make a determination about the suitability of your pet for our program. Factors we take into consideration include, but are not limited to, the current population in our shelter, the age of your pet, and the health and behavior needs of your pet.*

1. Contact Paws4ever ([care@paws4ever.org](mailto:care@paws4ever.org) or 919-241-8438 x103) to find out if we have space for a surrendered animal and for an initial review to determine if your pet may be a fit for our program.
2. Complete, with as much detail as possible, the owner surrender form. This form allows us to better understand your pet so that we can provide them with the best care possible and find them a new home.
3. Schedule and complete a health check with your veterinarian, making sure all medical requirements are completed. Chronic health conditions should be disclosed with as much detail as possible. Treatable health conditions should be addressed and necessary medication to continue/finish medical treatment should be provided to staff.



4. Schedule a health/behavior evaluation with Paws4ever staff. This evaluation allows us to rule out any major issues, and also provides us with valuable information about the care needed for your pet.
5. If we determine your pet is suitable for our program, we will ask that you pay a surrender fee of \$100 for altered animals or \$150 for intact animals. We also encourage you to consider an additional donation if you are able. For reference, our average monthly cost per animal is \$600.