



## **GUIDELINES FOR RESCUE PARTNERS**

An approval process is required by the McKamey Animal Center for all rescue partners to ensure that the groups we partner with meet our standards for animal care, responsible animal placement and share our goals of finding forever homes. Animals available for rescue are animals that do not meet the criteria for adoption at the McKamey Animal Center. Animals available for adoption are not available for rescue until after they have been given adequate time to find a home on the MAC adoption floor.

### **Documentation Needed for Approval Process**

- Completed Rescue Partner Application (attached)
- A copy of the organization's 501(c)3 letter (if applicable)
- Adoption Application & Contract
- Foster Application & Contract (if applicable)

### **References**

- At least two references with phone number and email address are needed, preferably shelters from which your group has previously pulled.
- Name and phone number of the group's veterinarian
- Contact information of local animal control if out of the Chattanooga area.

### **Pull Fees**

- As of March 1, 2016, The standard dog pull fee is \$60 which includes spay/neuter, DHPP, Bordetella, dewormer, rabies, heartworm test, in-house flea preventative treatment, in-house heartworm preventative (if applicable) and a behavioral assessment. A microchip can be implanted for an additional at cost fee of \$10.
- If the rescue group chooses not to have the dog altered at McKamey, the pull fee is \$30 and includes DHPP, Bordetella, dewormer, rabies, heartworm test, in-house flea preventative treatment, in-house heartworm preventative (if applicable) and a behavioral assessment. A microchip can be implanted for an additional at cost fee of \$10.
- The standard cat pull fee is \$25 which includes spay/neuter, dewormer, FeLV test, rabies, and in house flea preventative. A microchip can be implanted for an additional at cost fee of \$10.
- The pull fee for a heartworm positive dog is \$30 and includes Spay/Neuter (if desired), DHPP, Bordetella, rabies, heartworm test and in-house flea preventative. Because of the health risk of altering an untreated heartworm positive dog, the McKamey Animal Center does not require heartworm positive dogs to be spayed or neutered before being transferred to a rescue group, however it is the rescue group's responsibility to alter the animal before adoption. Documentation of spay/neuter must be submitted to MAC before adoption is finalized. A microchip can be implanted for an additional at cost fee of \$10.
- Should a rescue group pull an unaltered animal from the McKamey Center, such as a heartworm positive dog or a nursing mother, that group may make an appointment to have the animal altered at the McKamey Center for \$60 once the animal is medically able to have surgery.
- Rescue partners are responsible for removing the rescue animal from the Center within 48 hours of notification of commitment. If the animal is not removed within that time period, the Center reserves the right to charge \$5 per day for boarding. The holding fee must be paid or a credit card number must be given to MAC prior to pick up to ensure the animal will be pulled. The McKamey Animal Center will not hold an animal for rescue longer than ten days. A holding fee justifies taxpayer expenses on animals that are deemed unadoptable by MAC standards and supplement the cost of holding a space for an adoptable animal.
- An inter-state health certificate may be issued for \$15 if needed by the rescue.
- Pull fees are subject to change.

### **Responsibility of Rescue Partners**

- All rescue partners must house animals in sanitary conditions with adequate space and care as defined in the Chattanooga City ordinances. MAC reserves the right to inspect the premises without any notice at any time upon which any transferred animal will be or is being housed including foster homes. Rescue organizations cannot be approved as a rescue partner for at least one year after a non-compliant inspection.
- Must be in good standing with local animal control, devoid of nuisance, welfare or citizen complaints. Rescue organizations cannot be approved as a rescue partner for at least one year after a validated complaint. Rescue partners are responsible for all fees involved in reclaims through McKamey.
- All rescue partners must ensure with proper documentation that adequate veterinary care is provided for rescue animals including but not limited to regular vaccinations, deworming, heartworm testing and administration of heartworm and flea/tick preventative.
- All rescue partners that pull heartworm positive dogs must ensure with proper documentation from a veterinarian that dogs have been treated.
- All rescue partners must provide adequate exercise, socialization, food, clean water and shelter for all animals in care. All rescue partners are to restrict intake numbers to provide appropriate animal so as not to place stress on the animals, other members of rescue and/or fosters. Rescue partners must maintain adequate levels of care at all times and must know their capacity.
- All rescue partners must thoroughly interview potential adopters with the goal of placing all rescue animals in homes that are specifically appropriate to each individual animal.
- All rescue partners must transfer vet records and treatments of McKamey animals on to their own documentation. No original McKamey documents should be transferred to the new adopter nor should the adopter contact the McKamey Center in regards to the adopted animal.
- All rescue partners are required to sterilize all rescue animals before going home with adopters and provide MAC with documentation. Failure to provide proof of sterilization may jeopardize your rescue partner status with MAC under city ordinance.

### **Submission of Documentation**

- Digital documents may be emailed to [katie@mckameyanimalcenter.org](mailto:katie@mckameyanimalcenter.org)
- Paper documents may be faxed to 423-305-6505 or mailed to:  
Katie Christie  
4500 N Access Road  
Chattanooga, TN 37415



Thank you for your interest in partnering with the McKamey Animal Center. To expedite your questionnaire, please include a copy of the following when submitting: 501(c)3 if applicable, adoption application & contract, foster home application & contract.

### RESCUE PARTNER APPLICATION

Date: \_\_\_\_\_ Name of Organization: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Website: \_\_\_\_\_ Email: \_\_\_\_\_

What year was your organization started? \_\_\_\_\_

Are you a 501(c)3? If yes, please submit a copy of your 501(c)3 paperwork.  Yes  No

Primary Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

What is your preferred method of contact?  Email  Phone

Please list agents that are authorized to pick up animals for your organization below:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

What type of animal does your organization accept?  Dogs  Cats  Other (please list): \_\_\_\_\_

What breed(s) does your organization accept? \_\_\_\_\_

For purebred rescue groups, would you consider rescuing a close mix?  Yes  No

Your organization will accept (please check all that apply):  Pregnant/Nursing  Puppies/Kittens

Sick/Injured  Seniors  Behaviorally Challenged  HW+

Does your organization or anyone affiliated with your organization breed animals?  Yes  No

Does your organization require every animal to be spayed or neutered?  Yes  No

If yes, is surgery done before or after adoption? \_\_\_\_\_

If surgery is done after adoption, how do you verify surgery is done and how long after adoption is surgery required?  
\_\_\_\_\_

How do you house rescue animals?  Foster Homes  Veterinarians  Boarding/Daycare  Your Own Facility

If you use foster homes, how many fosters parents are a part of your organization? \_\_\_\_\_

Do you inspect all of your foster homes? \_\_\_\_ Yes \_\_\_\_ No

If you use foster homes or your own facility, how many animals do you house on average? \_\_\_\_\_

How do you approve potential foster homes? \_\_\_\_\_

How do you follow up with a foster home once an animal has been placed in his/her care? \_\_\_\_\_

Do you isolate all new animals? \_\_\_\_ Yes \_\_\_\_ No If yes, how do you isolate the animals? \_\_\_\_\_

Do you have an area to house sick or injured animals? \_\_\_\_ Yes \_\_\_\_ No

Under what circumstances would you euthanize an animal in your program? \_\_\_\_\_

What is your adoption fee and what services are included in that fee? \_\_\_\_\_

How do you show your adoptable animals to the public (please list all online sites as well as physical sites)? \_\_\_\_\_

If an adopter must return an animal, will you accept the animal back into your program? \_\_\_\_ Yes \_\_\_\_ No

Do you follow up with adopters? \_\_\_\_ Yes \_\_\_\_ No If so, how? \_\_\_\_\_

What transport service does your organization use? \_\_\_\_\_

Do you have a contract or guidelines for your transport service? If yes, please provide a copy. \_\_\_\_ Yes \_\_\_\_ No

Have you ever had an animal die on transport? \_\_\_\_ Yes \_\_\_\_ No

Veterinarian's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Can a representative from MAC visit your home? \_\_\_\_ Yes \_\_\_\_ No

Please list two references along with phone numbers & email (preferably from shelters from which you have pulled):

Reference #1: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Reference #2: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**For MAC staff only**

\_\_\_\_ Approved \_\_\_\_ Declined Reason declined: \_\_\_\_\_

MAC Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_