



Animal Surrender Procedure

November 2008

Pet owners surrender their pets to the Lincoln County Humane Society for many reasons. Landlords may change, owners may move, allergies may develop, or there may be on-going behavioral challenges with the animal. We understand these life changes and are here to assist the community.

Before bringing you pet to the shelter, please call and ask for advice on your particular situation. We can refer you to dog obedience trainers in the area, provide you with some helpful hints or we may be aware of an individual looking for the type of animal you have. In addition we have numerous links on our website to good resources, and a small, yet expanding, library of books and videos to assist with many animal care, health and training issues. These materials are available on loan to members of the community at no charge.

We are a “no-kill for population control” shelter; therefore space is an on-going challenge. We ask that you please follow these guidelines:

HOW TO SURRENDER AN ANIMAL TO LCHS;

1. **Call for an appointment.** Your pet has a much better chance of being placed successfully with a new family if LCHS staff can spend time with you and your pet during a surrender counseling meeting to obtain as much information as possible. An appointment ensures that we have staff time to spend with you. In addition it helps us prepare space for a new animal. Please be prepared to spend approximately 20 minutes with shelter staff when you surrender your pet.
2. **Please bring your pet to the shelter yourself.** We are only able to accept an animal from its rightful owner. In addition we will need owner information about the animal. You will be asked to fill out a personality profile about your pet.
3. **Bring veterinary records.** Your pet’s veterinary records will allow us to keep your pets record as complete as possible. It will also allow us to avoid unnecessary vaccinations.
4. **Please bring your pet’s food, supplies and toys.** The transition into a shelter environment, and then a new home can be very traumatic for your pet. If there are special toys or items your pet prefers we will do our best to use it. Food donations are always welcome.
5. **Come during shelter hours and call ahead if you must cancel or change your appointment.** Please do not leave your pet outside when the shelter is closed. This can be very dangerous to your pet. In addition do not give your pet to someone in the parking lot. Unfortunately people may have other motives for acquiring your pet.
6. **Bring donations of money or supplies and your identification.** A fee is requested to surrender your animal. In addition, donations of supplies are always welcome. You can call the shelter for supplies suggestions. A copy of your driver’s license or state identification will be required.

REQUESTED SURRENDER DONATION AMOUNTS

Dog / Puppies	\$75.00
Cats / Kittens	\$50.00
Rabbits / Ferrets / Chinchillas	\$10.00
Birds	\$10.00
Small mammals	\$10.00

The requested amounts are based on the amount of investment into an animal. Spaying and neutering cost anywhere from \$25 to \$200 per animal. Vaccinations and boosters are a minimum of \$20 each. The daily care investment is estimated to be \$15 per animal per day. These amounts reflect the care investment and medical expenses for an animal.

- We will not take surrenders from any county other than Lincoln County, WI. We are here to serve Lincoln County and other counties have their own options. If someone falsifies documents stating that the animal was from Lincoln County, the police will be informed and resulting penalties may occur. If an animal from out of county is accepted for some reason, there may be an increase in the surrender fee.
- An animal that is aggressive towards other animals and people will not be accepted as a surrender. This is to ensure the safety of our shelter pets and our staff. If staff feels that a temperament evaluation is necessary, this will be done before accepting the animal into the facility. It is important for pet owners to recognize that “no-kill” does not mean “Sanctuary.” An aggressive animal cannot be placed for adoption due to the liability risk for the shelter. An animal that is a threat to itself, other animals, and people, may be euthanized for health and safety reasons. Staff is permitted at any time to refuse a surrender based on safety and health concerns.
- If an animal is already spayed or neutered, the surrender fee may be reduced. This is to recognize the value of spaying or neutering and due to the decreased financial investment in medical expenses for said animal.
- LCHS is willing to offer a variety of resources for families surrendering their pets. We can refer families to training facilities, behavioral consultants, and reduced-cost veterinarians in order to help a family remain with their animal companion. If you feel the surrender is a difficult choice for you, imagine what your pet will endure.
- Please recognize that if you do not call in advance with an appointment for your pet, you may be refused at the door. Surrenders are often fit in throughout the week when capacity is lower.