

Checklist for Low Cost Spay and Neuter Program

If you do not complete all portions of the application and submit all the attachments, all items will be returned to you, except for the fee for service which is nonrefundable. If the items are returned to you, you must start the application process all over again including submitting a new fee for service. **Incomplete applications waste your time and our volunteers' time. Please read and complete all 4 pages carefully.**

Once you have completed the calendar, requirement form and personal data form then attach all the items listed below. Check off each item to be sure your application is complete. Then mail the completed application to the address listed below.

- _____ 1. Have you marked off **all** the days of the week, on the calendar, for the next **2** months that you are able to drop off and pick up your pet between 8-10am and 4-6pm? Your pet should be altered within 3-4 weeks, **if your application is completely filled out. Incomplete applications will be returned.**
- _____ 2. Have you **read and signed** the Requirement form?
- _____ 3. Have you **completely filled out** and signed the Personal Data form?
- _____ 4. Have you included a *business size* self addressed stamped envelope?
- _____ 5. **Have you included the fee for service?** \$20.00 per dog and \$10.00 per cat. Pups and kittens 4 months and under are free if the parents are altered first. **NO personal checks** Money orders, cashiers' checks and cash are acceptable. The fees are nonrefundable. All personal checks will be returned.
- _____ 6. Have you included proof of income? (Documents will **NOT** be returned) Acceptable sources of income are copies of your tax return, pay stubs, EBT/BIC, Med-i-cal, WIC, Advantage or Cal Works (AFDC) cards, SSI or SS disability check, unemployment or bank statement. (*White out all S.S. numbers, birth dates and bank account numbers*). **Maximum gross income is \$30,000.**
- _____ 7. *Not required, but helpful* are copies of **current vaccinations**.

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Sacramento, CA 95853 (916) 649-1805, ext. 2