



Completed by Staff:

Animal Pickup  
date: \_\_\_\_\_

Return to Owner  
date: \_\_\_\_\_

Circle one:  
1<sup>st</sup> 2<sup>nd</sup> 3<sup>rd</sup> offense

## 2024 Return to Owner Form & Policy

When lost/stray animals come to the shelter, we are unaware of their history. Per our policy, any animal taken into our facility will be held for a state minimum 72-hour stray wait period. After 72 hours, the animal is prepped for spay/neuter surgery and adoption.

- Return to owner fees vary depending on the circumstances regarding the animal being in our care, see return to owner fee sheet for more information.
- We make no guarantees of holding an animal past the state minimum 72-hour stray period.
- We are small facility with limited space and need to move animals as quickly as possible.

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

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Driver's License Number/ State: \_\_\_\_\_

Home phone: (     ) \_\_\_\_\_ Cell (other): (     ) \_\_\_\_\_

Email address: \_\_\_\_\_

Animal # \_\_\_\_\_ Animal Name: \_\_\_\_\_ Age \_\_\_\_\_

Microchip Information: \_\_\_\_\_

Is your pet spayed or neutered? Yes or No Is your pet up to date on rabies vaccine: YES or NO

If yes, please provide the following information: Veterinarian: \_\_\_\_\_

Date: \_\_\_\_\_ Rabies Certificate #: \_\_\_\_\_

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Fee Required: \$ \_\_\_\_\_

**SEE BACK SIDE FOR RETURN FEE BREAKDOWN AND SIGNATURE**

Office Copy

Sullivan Humane Society Return To Owner Fees:

**\$15.00 Rabies Vaccine:** All animals being returned to owner will require proof of current rabies vaccination. If proof cannot be provided, animal will be given a vaccination by Sullivan Humane at owners Cost this will be added to the return to owner fees below. (Indiana State Law requires all animals be vaccinated). Fees are subject to change due to economic changes

**72 hours stray hold for all animals brought to Sullivan Humane.**

	Good Samaritan Drop Off	Same Day LEO or Staff Pickup	After Hours Pick-up
Return To Owner Same Day	\$0.00	\$20.00	\$50.00 (next business day)
Animal Vaccinated after 24 hours.	\$75.00	\$75.00	\$75 + AH fee of \$50
Per day care Fee (may apply if claimed between 72 hours and spay/neuter surgery)	\$10.00	\$10.00	\$10.00
After Spay neuter Surgery (includes spay/neuter microchip, vaccines, testing, dewormer, flea and tick)	Adoption Fee Required. Adoption fees vary.	Adoption Fee Required. Adoption fees vary.	Adoption Fee Required. Adoption fees vary.
2 <sup>nd</sup> offense pickup fee doubles	\$Doubled	Doubled	Doubled
3 <sup>rd</sup> offense pickup fee will include a mandatory microchip	\$Doubled	\$Doubled	\$Doubled
4 <sup>th</sup> offense in same year	Animal remains property of Sullivan Humane Society	Animal remains property of Sullivan Humane Society	Animal remains property of Sullivan Humane Society

signature \_\_\_\_\_ Date \_\_\_\_\_

**Sullivan Humane Society Return to Owner Fees: *(customer copy)***

**\$15.00 Rabies Vaccine:** All animals being returned to owner will require proof of current rabies vaccination. If proof cannot be provided, animal will be given a vaccination by Sullivan Humane at owners Cost this will be added to the return to owner fees below. (Indiana State Law requires all animals be vaccinated) Fees are subject to change due to economic changes.

**72 hours stray hold for all animals brought to Sullivan Humane.**

	Good Samaritan Drop Off	Same Day LEO or Staff Pickup	After Hours Pick-up
Return To Owner Same Day	\$0.00	\$20.00	\$50.00 (next business day)
Animal Vaccinated after 24 hours.	+\$75.00	+\$75.00	+\$75.00
Per day care Fee (may be applied if claimed between 72 hours and spay/neuter surgery)	+\$10.00	+\$10.00	+\$10.00
After Spay neuter Surgery (includes spay/neuter microchip, vaccines, testing, dewormer, flea and tick)	Adoption Fee Required. Adoption fees vary.	Adoption Fee Required. Adoption fees vary.	Adoption Fee Required. Adoption fees vary.
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