Adoption Process

The following page outlines our adoption policies and procedures. Adopting an animal may be more involved than you expect! Our primary concern is always for the best interest of the animals in our care and as such our goal for them is to secure a permanent and loving home. By initialing this page you understand and agree to the following:

You must be 21 years of age or older to adopt an animal from the Kingston Animal Shelter. 

The adoption application is completed before meeting the animals as an effort to reduce disruptions to their routine.

The adoption process may take several days (up to 2 weeks) depending on staff/volunteer availability.

We reserve the right to deny an application without cause. Declined applications will not receive notice.

Walk-in adoption hours are Wednesday 11 A.M.-1 P.M. and Saturday 9:00 A.M.-11:00 A.M. hours are based on staff availability and are subject to change without notice. If you are unable to make it during these times, the Volunteer Adoption Coordinator may schedule an appointment with you for a later date.

The Volunteer Adoption Coordinator will accompany interested individuals into the designated animal areas during your initial visit and discuss with you the animal’s history and needs including: feeding, grooming, exercise, training, and personal interaction. Financial ability to provide for the animal for its entire lifetime will also be discussed (food, supplies, licensing, and veterinary care).

In some instances a fenced yard may be required for dogs.

Adoption fees range from $100-$375 based on animal health and type.

Potential adopters will be required to complete an adoption application. Information requested includes: identification verification, veterinary reference for current and past animals owned, personal references, written or verbal consent from landlords for individuals who rent, etc. All information will be verified. Most veterinary offices do not release pet history without client consent, please notify your office that our shelter will be contacting them for a medical reference.

On the day of adoption, you will be provided with copies of all your new pet’s medical records. This would be a good time to ask any questions about your new pet that were not previously discussed.

There is no such thing as “too much information” on your application. Additional references and details are always appreciated! Thank you for your interest in adopting from the Kingston Animal Shelter.
PERSONAL INFORMATION:

Name: ____________________________ Age: ________
Address: ____________________________

1st Phone Number: ____________________________ 2nd Phone Number: ____________________________
Email: ____________________________

How long at current address: ____________________________  Circle One:  Own  Rent

Prior Address (if less than 2 years): ____________________________

Landlord's Name: ____________________________ Phone: ____________________________
Type of Dwelling (circle one): House  Condo  Mobile Home  Apartment  Other: ________

Rental information will be verified. This information is required to process application.

HOUSEHOLD INFORMATION

Number of adults in home: ________  Number of children in home: ________  Ages of children: ________

Is any member of your household allergic to animals (circle one)?  Yes  No  Unknown

PET HISTORY

List any and all pets currently living or that have lived in your household within the last 5 years. Please provide the name, breed, age, sex, whether spayed or neutered, and how long you have owned the pet. If deceased, please indicate age and cause of death.

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
CAT ADOPTION APPLICATION

Please explain why you would like to adopt a cat: ____________________________________________

______________________________________________________________________________

What do you expect to spend on veterinary care yearly? __________

Do you plan to declaw this animal? ______________________________

Where will this cat spend most of its time?  Indoors  Outdoors  Both

Your new cat will be alone without human companionship for _______ hours per day.

Where will the cat be kept during this time? ____________________________________________

Please circle any topics you would like to discuss with the Adoption Coordinator:

Adjusted to new home  Introduction to new pets  Feeding  Exercise/Playtime  Litter box issues

Inappropriate Scratching  Potential Hazards in the Home  Pet Sitting  Flea & Tick Prevention  Declawing

Additional questions/concerns regarding your new cat that you would like to discuss: ________________________________

Please briefly explain how you would respond to the following scenarios with your new cat:

1.) You find your favorite shirt has been urinated on by your cat: ____________________________________________

______________________________________________________________________________

2.) Your cat escapes the front door: ____________________________________________

______________________________________________________________________________

3.) 6 months from now, your cat develops a cough: ____________________________________________

______________________________________________________________________________

4.) Due to unforeseen circumstances beyond your control, you can no longer care for your cat: ______________________________

______________________________________________________________________________

General comments to share with the Adoption Coordinator: ____________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

By signing below, I certify that the information I have provided is true. I also acknowledge that any misrepresentation of facts may result in my application for adoption being denied.

Signature of Applicant: ________________________________  Date: __________
REFERENCES

Current Veterinarian: _________________________________________________________________

Address/Phone: ________________________________________________________________

Other Veterinarian (if applicable): __________________________________________________

Address/Phone: ________________________________________________________________

Personal References:

#1 Name: ____________________________________________

Phone Number: ____________________________________________

Relationship to Adopter: __________________ Years Known: ________________

#2 Name: ____________________________________________

Phone Number: ____________________________________________

Relationship to Adopter: __________________ Years Known: ________________

OFFICE USE ONLY

Veterinary Reference: ________________________________________________________________

______________________________________________________________

______________________________________________________________

Personal References:

______________________________________________________________

______________________________________________________________

______________________________________________________________

Landlord Reference/ Approval: __________________________________________ Date: ______

Notes: ________________________________________________________________

______________________________________________________________

______________________________________________________________

______________________________________________________________

APPROVED

DENIED

Reason: ________________________________________________________________

______________________________________________________________