

As a Volunteer for Catnip and Carrots Animal Bunch (C&C), I agree to:

- I will never strike an animal, handle or treat an animal in such a way that would be construed as rough or abusive. I will always exercise compassion and care with the animals. I also understand that a shelter environment is very stressful and realize an animal may be scared or frightened and will use due caution when handling such animal.
- Hold absolutely confidential all information that I may obtain, directly or indirectly, concerning adopters, animals, staff, Board of Directors, customers, and/or PETsMART. I agree not to seek to obtain confidential information from an adopter (potential or otherwise). I understand that an intentional or unintentional violation of confidentiality may result in disciplinary action, including termination by C&C and/or possible legal action by others (i.e. adopters, customers, PETsMART, etc).
- Become familiar with C&C policies and procedures, and uphold their philosophy and standards. I will seek clarification from the Adoption Center Manager as needed.
- Donate my services to C&C without contemplation of compensation or future employment.
- Be punctual and conscientious, conduct myself with dignity, courtesy and consideration for others, and strive to make my work professional in quality.
- Never interfere with the work of PETsMART employees and/or their management.
- Purchase and maintain appropriate Volunteer attire and maintain a well-groomed appearance for all Volunteer assignments.
- Always wear my C&C badge while performing any duty. Badges remain property of C&C.
- Attend supplemental and advanced training whenever possible and/or required.
- Attend volunteer meetings whenever possible and/or required.
- Carry out my assignments in accordance with C&C training, and seek assistance from the Adoption Center Manager whenever necessary.
- Communicate any job-related problems, concerns, differences of opinion, conflicts, or suggestions only to the Adoption Center Manager.
- Report any injuries to the Adoption Center Manager immediately.
- Adhere to sign-in and scheduling procedures.
- Notify the Adoption Center Manager immediately when I am unable to work as scheduled.
- Notify the Adoption Center Manager if I choose to discontinue my volunteer service with C&C.

While C&C strives hard to prevent any animal-related risks, C&C believes it is a good idea that all staff and volunteers are up-to-date on basic vaccinations, such as tetanus. A rabies pre-exposure vaccination could also be of great assistance. The benefit would far exceed the costs and therapy, if needed, would be minimal. While vaccinations are not currently required for volunteer service with C&C, it is recommend that you contact your physician or local health department for more information regarding risks associated with animal handling and exposure.

C&C strongly encourages all staff and volunteers to get their own pets vaccinated to protect them from any illness or disease that may inadvertently be carried home from the adoption center and/or PETsMART.

C&C understands that staff and volunteers who actually perform day to day tasks often know best what risks they take and what can be done to reduce them. Everyone should watch for potential problems and report any concerns immediately to the Adoption Center Manager.

I understand that C&C reserves the right to terminate my Volunteer status as a result of any of the following:

- Any abuse or mistreatment of any animal.
- Failure to comply with organizational policies, rules and or other regulations.
- Unsatisfactory attitude, work, or appearance.
- Any other circumstances which, in the judgment of the Adoption Center Manager, would make my continued service as a Volunteer contrary to the best interest of C&C.

I have read and understand each of the above conditions. My signature indicates that I agree to comply with them.

Printed Name

Signature

Date

C&C Representative Signature

Date

***Saving one animal may not change the world,
but it will certainly change the world of that one animal.***

-Unknown

***You have never really lived until you've done something
for someone who can never repay you.***

-Unknown