

## Rescue Partner Application and Guidelines

### **Introduction**

The Rancho Cucamonga Animal Center is an open admission municipal Animal Center, that accepts and cares for over 5,000 animals a year. Regardless of their health, age, behavior or adoptability, no animal in our City that needs our assistance is turned away.

Our responsibilities include bringing pets and people together through pet adoptions, animal retention programs, community outreach as well as developing enrichment programs to keep our homeless pets healthy and happy as they wait for their forever homes. We are also charged with the responsibility of investigating cases of animal abuse and neglect and protecting the public's health and safety through enforcement of animal laws, responding to calls of stray and aggressive animals and enforcing animal licensing and a rabies control program. Our relationships with rescue organizations are essential to our mission of creating PAWSitive impact by enriching the lives of animals and people.

### **Becoming a Rescue Partner**

Rancho Cucamonga Animal Care and Services Department welcomes applications for the Rescue Partner program. To become eligible, an organization must:

1. Be a 501(c) (3) non-profit animal rescue or adoption organization and provide a copy of your Federal Determination form (Active Status).
2. Complete and submit a Rescue Partner Application.
3. Provide a current list of all members, volunteers, and staff authorized to pull animals under the organization.
4. Ensure each member of your organization participating in maintaining animals at their residence be aware of and comply with all regulations applicable in the jurisdiction in which they reside.

### **Procedure to Adopt/Rescue Animals**

1. Availability:
  - a. Most animals are available to rescue groups 48 hours after they have been available to the public for adoption. This allows the public the opportunity to adopt from our organization.
  - b. We do not place "Holds" on animals; however, we can note your interest in an animal in our system.
2. First Contact:
  - a. Contact a rescue coordinator at rcacrescue@gmail.com or call the Rescue Hotline at (909) 276-9277 to gather information about any animal.
  - b. If you are interested in pulling an animal that is available, contact a rescue coordinator prior to arrival with the name of your transporter and the date and time they will be arriving.
    - i. We will respond with a point of contact for that date and time.
  - c. If you need to temperament test an animal PRIOR to pulling, you must make an appointment with a rescue coordinator.
3. Picking up Animals:
  - a. Pick Up Time:

- i. If arriving before public business hours: knock on the front door and a staff member will let you in.
  - ii. If arriving during business hours: Please stand in line and check in with the front counter staff. They will page your point of contact to the lobby to assist you.
  - iii. All Transporters must be authorized prior to pick up. If they are not, please have the organization president or primary contact e-mail us prior to pick up to add them. If the person representing your group is not on our current list, approval may not be granted.
- b. Sign Rescue Contract for the specific animal being picked up (to be signed by transporter, person taking possession of animal).
- c. We Provide:
  - i. Kennel Card, Proof of rabies vaccine (if applicable), Proof of sterilization (if applicable), Medical history, Behavior history (if any), Microchip documents (if applicable), and Copy of Rescue Contract
- d. Sterilization: If the animal is not already sterilized you have two options:
  - i. Schedule the animal for surgery at RCAC before the date of pick up (fee applies).
    1. The animal must be deemed healthy and of age by an RCAC Staff Veterinarian by the scheduled date.
  - ii. Take to your private veterinarian for sterilization and provide sterilization certificate to Animal Center within 30 days.
- e. Fees:
  - i. Pull fees: \$0
  - ii. Microchips: \$10 fee for microchips (if already microchipped or you would like us to do so)
  - iii. Sterilization:
    1. \$0, if already sterilized or you choose to sterilize at your own Vet.
    2. \$47 for cats and \$80 for dogs if sterilized at RCAC.

Thank you again for collaborating with us to help place as many adoptable animals as possible.

