



Exhibit Q

Owner Surrender Information

Collect the following information on every owner-surrendered pet your rescue takes in:

- Basic information
 - Name, address and contact information of all owners
 - Name, species, breed, sex, color, markings, age and length of animal
 - Reasons the animal is being surrendered
 - Whether the pet is microchipped and, if so, the chip number
 - Type, brand and amount of food the animal eats
 - Activity level
- Medical information
 - Name and contact information of veterinarian
 - All veterinary records
 - Any medical issues, including Koi Herpes Virus (KHV)
- Behavior information
 - Any behavior issues
 - If the animal has lived with other pets and, if so, how the animal behaves with them
 - How the animal behaves around strangers
 - Any prior bite issues
 - Any behavior training completed

***Disclaimer:** As with any legal document, it is important to consult with an attorney licensed in your state and familiar with animal law to ensure that your contract adequately protects your organization and complies with local, state and federal laws.