

**Keokuk Animal Services**  
**249 Carbide Lane**  
**P.O. Box 1147**  
**Keokuk, Iowa 52632**  
**(319) 526-5421**

## **OUR ADOPTION PROCESS** **And Why We Do It This Way**

Please take a few moments to read the following explanation of our adoption policies and the steps that make up the process. You may be surprised to find that adopting an animal is a more involved process than you expected or that it means you can't have immediate access to an animal you are interested in. Therefore, it's important to understand two things: (1) the process is the same for everyone, and (2) it's not our intent to frustrate you. Rather, everything we do is for the best interests of the animals in our care, and is aimed at giving them the best possible chance of finding a **permanent** home.

### **HERE ARE THE STEPS YOU'LL GO THROUGH IN THE ADOPTION PROCESS:**

- Before you can adopt any animal you've seen in our facility, we'll ask you to complete some paperwork. This paperwork must be completed **first** in order to minimize stress for you and the animals. Our process includes asking questions, asking to see proof of identity and asking for veterinary references, particularly when you have other animals at home. This is simply to protect the health of adoption candidates and the pets you already have. It allows us to find the best possible homes for the animals we care for.
- Once all the paperwork has been satisfactorily completed, we have a twenty-four (24) hour waiting period. This allows us time to check your application, check with your landlord, and/or references. It allows you time to consider the adoption and make sure you are ready to commit to lifelong care of an animal. We will complete this process as quickly as possible. You will be notified when your application has been approved. This is a good time for you to ask the adoption counselor any questions about the animal you're interested in. You can also ask about spaying or neutering, housetraining, veterinary care, or anything else you can think of. We'll do our best to help.
- When you come to adopt you will be asked to sign an adoption contract and pay the adoption fee. This fee covers spaying or neutering, and the veterinary care (deworming and vaccinations) your pet will receive in its first visit to the veterinarian with you.

**PLEASE NOTE:** We cannot hold animals for anyone. All adoptions must be done on a first-come, first-served basis, and the first good, properly qualified prospective home will get the pet.

**LET US REPEAT:** We don't ever mean to be frustrating to or evasive with you. We want you to understand that it's stressful and upsetting – in fact, downright devastating – for the animals, for our staff, and most importantly, for you when adoptions don't work out and pets have to come back to us. And a bad adoption experience can sour some people on dogs or cats – or on shelter animals – for life.

So try to bear with us and be patient. And understand that going through the process the way we do really is the best policy – for all of us.

**THANK YOU!**