

**Pet/Service animals policy -**

1. A non-refundable fee of $250.00 per animal with the exception of certified-service dogs.
2. All pets shall be under the weight of 25 lbs with documentation from a licensed veterinarian.
3. A maximum of 2 pets per household.
4. All animals shall be current on immunizations, rabies vaccine and are required to wear tags at all times
5. All animals must be leashed and under control of the owner with the exception of service animals who may be providing an immediate service.
6. All tenants who wish to obtain a pet must submit a pet application for approval before obtaining or allowing of any pets in the unit.
7. All applicants and/or owners must submit a photo of the animal to the HCD.
8. All animals must be controlled or caged when the HCD enters the unit for maintenance or inspections.
9. Any animal that causes harm to an HCD employee, another tenant must be immediately removed and no longer allowed to stay on HCD property.
10. Tenants must update all animal information yearly to remain in compliance with lease.
11. All animals must be housebroken.
12. All owners must clean up feces created by animals and disposed of properly.
13. Animals not allowed as pets - Stafford Terriers, American Pit Bull, Chow Chow, Mastiffs, wolf, wolf-hybrid breed etc.
14. Additional animals housed for the feeding of approved pets is strictly prohibited.
15. Application must be complete before consideration

The following items must be included with application –

* Form
* Picture of animal
* Receipt from finance for non-refundable fee
* Current vaccination record with weight of animal included
* Certification for service animal
* Rental Insurance Policy with liability coverage amount of $300,000.00/$30,000.00

*SOP – animal application*

* *Applicant will submit a completed animal application to the Rental Specialist.*
* *Rental Specialist and supervisor will meet to discuss and make decision on approval.*
* *A phone call followed by a letter within seven business days will be mailed or delivered to the tenant. The letter will provide information on approval or denial of animals.*

HCD PET APPLICATION

ATTACH PICTURE

OF

ANIMAL

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

APPLICANT

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS OF APPLICANT

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS OF UNIT ANIMAL WILL BE HOUSED

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PHONE NUMBER



\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

VETERINARIAN VETERINARIANS PHONE NUMBER

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PETS EMERGENCY CARETAKER PHONE NUMBER

**PLEASE ATTACH ALL NECESSARY PAPERWORK LISTED BELOW:**

 CURRENT RABIES CERTIFICATE CURRENT PICTURE

CURRENT VACCINTION CERTIFICATE RECEIPT FOR PET FEE FOR EACH ANIMAL

 SERVICE ANIMAL CERTIFICATE **(IF APPLICABLE)**

**I agree to comply with all EBCI/HCD POLICIES and will be responsible for all members of my household and the animals in my care. I also agree that if I fail to adhere to the EBCI/HCD policy I may be found in non-compliance and could be subject to eviction.**

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**APPLICANT/DATE**