



## NEW TRANSFER PARTNER APPLICATION

Thank you for your interest in partnering with Atlanta Humane Society to transfer animals. Transfer Partners work as source/destination shelters with AHS to provide placement for animals outside of their current setting. Animals transferred to AHS must be vaccinated with age-appropriate vaccinations; additional medical services (spay/neuter, microchipping, testing, some medical treatments) may be available through AHS depending on the animal and resources currently available. Transport help may also be available. In order to join as an AHS Transfer Partner, every item on the following form must be completed and requested documents must be submitted.

### CONTACT INFO

Organization Name:		
Mailing Address:		
City:	State:	Zip:
Physical Address (if different):		
City:	State:	Zip:
Phone:		Fax:
Email:		Website:
Group President or Director:		
Address:		
City:	State:	Zip:
Home Phone:		Cell Phone:
Email:		

## **AUTHORIZED AGENTS (transfer coordinators, drivers, etc.)**

This Transfer Partner authorizes the following persons to enter into a transfer agreement with AHS and act as representatives for the source/destination shelter to place animals in AHS's care on behalf of the organization. Not limited to three, please attach a separate list if more space is needed.

Authorized Agent #1:	Position:
Phone:	Email:
Authorized Agent #2:	Position:
Phone:	Email:
Authorized Agent #3:	Position:
Phone:	Email:

## **OPERATING DETAILS**

Year Established: \_\_\_\_\_  
Number of Animals Handled Annually: \_\_\_\_\_ Live Release Rate: \_\_\_\_\_  
Holding Capacity for Dogs? \_\_\_\_\_ Cats? \_\_\_\_\_  
Do you use any type of Animal Management Software? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, what do you use? \_\_\_\_\_  
If Petpoint, what is your Shelter ID? \_\_\_\_\_

**Does your organization have a building/facility? Is it a network of foster homes? Does it use a boarding facility, and if so, which?**

**501(c)3 Status (please list EIN number) or status of 501(c)3 incorporation** AHS Transfer Partners must be tax-exempt not-for-profit organizations with 501(c)3 status and currently compliant with all Department of Agriculture regulations.

**What is your organization's spay/neuter policy?** AHS does not release animals unsterilized, unless to other rescues that agree to sterilize before adoption at their facility. Medical exceptions may apply and will be handled on a case by case basis.

**Completed application and any supporting documents should be sent using one of the following:**

- Emailed to [transport@atlantahumane.org](mailto:transport@atlantahumane.org)
- Mailed to Atlanta Humane Society, Attn: Transport Manager, 981 Howell Mill Rd, Atlanta GA 30318



## TRANSFER PARTNER AGREEMENT

Upon entering a transfer partnership with AHS, I understand and agree to the following:

1. I will provide proper and sufficient food, water, shelter, exercise, safe transport, and veterinary treatment (routine and emergency) for transfer animals while in my care. During transport, I will also ensure either I or the transport service will provide the aforementioned items to the animals in care.
2. I agree to pay for any pre-transport expenses incurred relating to the veterinary care or basic husbandry needs of the animals transferred by me, unless otherwise agreed in writing by AHS, and waive any rights to claim reimbursement for said costs and expenses from AHS.
3. I understand that once an animal is transferred to AHS, all rights to that animal are transferred with it. Once transferred, I am no longer responsible for any care decisions or claims for that animal.
4. I agree, upon reasonable notice, to permit AHS to inspect my facilities during normal business hours.
5. I understand that all canines and felines adopted from AHS must be spayed/neutered and microchipped before going home.
6. I understand AHS euthanasia policies and agree to allow them to make decisions of this nature for animals transferred to them.
7. I will follow all applicable laws at all levels regarding providing age-appropriate animal vaccination and medical certifications to AHS for transfer animals.
8. I agree to carefully screen transfer candidates to determine their suitability for transfer, based on the medical and behavioral criteria set forth by AHS on their website ([www.atlantahumane.org/services/transfer-program/](http://www.atlantahumane.org/services/transfer-program/)). I agree to communicate all known medical and behavioral concerns (past and present) to AHS prior to transport of the animals, and only send animals with express permission from AHS.
9. I understand that animals that do not meet AHS criteria for admission will be sent back to the source shelter.
10. I agree to follow protocols for transfer appointments to AHS, including sending the list of animals for transport no less than 24 hours prior to my appointment date, including medical and behavioral data. Any missing data points must be discussed and agreed upon with AHS prior to transport.
11. I agree to give AHS as much notice as possible for any cancellations or early/late arrivals for any existing and future transfer appointments.
12. I understand that AHS cannot guarantee the health, behavior, or temperament of any animals selected for transport. I agree not to hold AHS responsible for any present or future illness, behavioral issues or damage to any persons, animals, or property.
13. I agree to comply with all federal, state and local laws applicable to the animals I transfer to AHS.
14. I agree to waive and forfeit any and all claims I or my organization has or may have in the future against AHS.

I have read, understand and will abide by the Transfer Partner Protocols. I also verify that all the information on this application is correct and true to the best of my knowledge.

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Signature

Title

Date



## AHS PARTNER AGREEMENT

In return, AHS understands and agrees to the following:

1. AHS will provide proper and sufficient food, water, shelter, exercise, safe transport, and veterinary treatment (routine and emergency) for transfer animals while in our care. During transport, AHS will also provide the aforementioned items to the animals in care, in accordance with AWAA guidelines.
2. AHS agrees to pay for any pre-transport expenses incurred relating to the veterinary care or basic husbandry needs of the animals transferred from us, unless otherwise agreed in writing, and waives any rights to claim reimbursement for said costs and expenses from the partner shelter.
3. AHS understands that once an animal is transferred to another rescue, all rights to that animal are transferred with it. Once transferred, AHS is no longer responsible for any care decisions or claims for that animal.
4. AHS agrees, upon reasonable notice, to permit partner shelters to inspect AHS facilities during normal business hours.
5. All canines and felines adopted from AHS will be spayed/neutered and microchipped before going home. If animal/s are transferred out unaltered, the receiving shelter may be asked to provide proof of spay/neuter within 90 days of transfer from AHS.
6. Receiving shelters are screened for similar euthanasia policies and AHS agrees to allow them to make decisions of this nature for animals transferred from AHS.
7. AHS will follow all applicable laws at all levels regarding providing age-appropriate animal vaccination and medical certifications from AHS for transfer animals.
8. AHS agrees to carefully screen transfer candidates to determine their suitability for transfer from AHS. I agree to communicate all known medical and behavioral concerns (past and present) to receiving shelters prior to transport of the animals, and only send animals with express permission.
9. AHS understands that source shelters cannot guarantee the health, behavior, or temperament of any animals selected for transport. I agree not to hold you shelter responsible for any present or future illness, behavioral issues or damage to any persons, animals, or property.
10. AHS agrees to comply with all federal, state and local laws applicable to the animals I transfer from AHS.
11. AHS agrees to waive and forfeit any and all claims I or AHS has or may have in the future against source or destination shelters.
12. AHS agrees to reimburse one vaccine per animal accepted from source shelter (DHPP and Bordetella for dogs, FVRCP for cats).
13. AHS agrees to follow receiving shelter protocols for transfer appointments. Any missing data points must be discussed and agreed upon with both parties prior to transport.

I have read, understand and will abide by the Transfer Partner Protocols. I also verify that all the information on this application is correct and true to the best of my knowledge.

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Signature

Title

Date