



Dear Volunteer Candidate:

Thank you for your interest in the Boxer Rescue LA (BRLA) volunteer program. Being a volunteer is extremely rewarding and through your commitment, you have the opportunity to make a meaningful difference in the lives of our lovable BRLA orphans as they patiently await adoption into a new loving home. Without our dedicated volunteer base, BRLA would be unable to exist so thanks again for considering BRLA to fulfill your volunteer interests.

The BRLA dogs live for weekends since that is when we hold our adoptions and our volunteer team is onsite at the kennel. Each weekend there is excitement in the air since the dogs know they will soon be taken out for a walk and receive the love and affection they crave or even be introduced to a new loving family ready to adopt them.

The volunteer team is an integral part of our weekends, as a dog that has been out for a walk and had some human interaction will behave better during an adoption appointment. The time you spend with the BRLA dogs not only gives them the attention they are craving, but will help their chances of being adopted. You will see the immediate result of your efforts on the happy face of every BRLA dog that you interact with. It is hard work and you will go home exhausted and a little dirty, but you will know that your time and efforts made at the kennel and with the dogs had a big impact.

A list of volunteer opportunities are included in the Volunteer Handbook so please review those descriptions before you consider taking next steps in the volunteer process. We have opportunities for dog walking and kennel assistance. There is a minimum commitment requirement in order to become a volunteer dog walker so please be sure to review the requirements prior to completing an application. Through experience, we have found that short term volunteering is not conducive to providing the type of care and attention our BRLA dogs need and deserve in their efforts to be adopted and as a result we have implemented this minimum commitment requirement for dog walkers.

Once your application has been submitted to BRLA it will be reviewed and all invited volunteer candidates will be asked to attend an orientation. Orientations take place at the BRLA kennel in the East San Fernando Valley on Sundays only, approximately two times per month. You will be notified of the next scheduled orientation via email once your application has been received and reviewed.

If you are ready to take the step, please review the enclosed brief summary of the history of BRLA, our volunteer guidelines and the application.

It is because of people like you, willing to donate their time and efforts, we are able to continue with our mission of saving and placing these dogs, who were facing certain death, into new and loving homes.

With gratitude,

Boxer Rescue LA

## Boxer Rescue LA Volunteer Handbook



### **BRLA Mission Statement:**

Boxer Rescue Los Angeles (BRLA) believes that every boxer deserves a chance to live a happy life in a loving home. Abandoned or homeless Boxers will always find shelter, care, and ultimately a new home through the efforts of BRLA. By working with committed volunteers, local veterinarians, and trainers, we are able to rescue hundreds of animals every year, provide them with loving temporary care, and find them well-matched forever homes. Working in conjunction with city and county groups BRLA strives to educate the public and help end animal overpopulation and needless suffering. The commitment to share the love of Boxers is never ending.

We never discriminate on the basis of health or age. Our animals are evaluated, vaccinated, spayed or neutered, microchipped, and receive medical treatment, if required, before they are placed in carefully screened homes.

**BRLA Core Values:** Compassion, Teamwork, Mutual Trust & Respect, Commitment & Responsibility.

We thank you for choosing BRLA for your volunteer interests in our continuing efforts to help find loving new homes for all our BRLA dogs. We want your experience to be a rewarding one. The following pages have been designed to give you the basic information you need as a volunteer. Please read them carefully so that you will become familiar with our policies and procedures. We depend on volunteers to help us continue to meet our goals:

- Place our dogs into appropriate homes that will love and care for them.
- Provide medical care for our dogs in need.
- Provide an opportunity for compassionate and dedicated members of the community to “give back” by helping to care for homeless dogs.

### **BRLA Volunteer Guidelines**

#### **Requirements:**

Love of animals and the ability to follow established policies, procedures and safety guidelines.

#### **Responsibilities:**

To provide BRLA Boxers with support and attention as explained in this document.

## **About BRLA**

Boxer Rescue is a non-profit organization founded in 1977 by Executive Director Ursula Sauthier. Funding is solely from private donations and the organization is run by volunteers.

The dogs at the kennel come from the streets, shelters, or are owner turn-ins. The facility is always full. However, BRLA is a safe haven for these dogs, once slated to be killed, until they find a new home. The organization's main goal is to save as many lives as possible and find perfect homes for them all.

We house an average of 80 dogs at our facilities. This can be very overwhelming, but many of them are with us only for a short time and they all have a chance for a happy new life. BRLA places about 500-700 Boxers annually.

All Boxers brought into the shelter are evaluated for behavior and medical conditions. Some medical conditions can be very expensive to correct, which is why we rely so heavily on donations. Our volunteer trainers and dog walkers work with dogs that need training before adoption. No dog is adopted out until he/she has been sterilized and shots are updated. Adoptions are mainly on weekends, by screened, qualified appointments and handled by our experienced placement team.

We receive a minimum donation for an adopted Boxer. This is not payment for the dog, but a donation in support of the shelter itself. These funds are critical to the operation of BRLA. It costs over \$300,000 annually to keep BRLA open. Nearly \$150,000 goes to vet bills alone. It costs an average of \$1,500.00 per month just to feed the dogs. That doesn't include the kennel mortgage, shelter fees, etc. which add up to a monumental undertaking to save these dogs.

Boxer Rescue could not survive without the help and dedication of our wonderful volunteers. Whether it's time, funds or donations, we are always in need.

## **Basic Information**

The BRLA kennel is located in the East San Fernando Valley. The exact street address will be provided when your orientation session date is confirmed.

New volunteer orientations take place by appointment only on Sundays, approximately two weekends a month.

The BRLA kennel is open to volunteers that have successfully completed their orientation, Saturday and Sunday only. BRLA is not open to volunteers being on property and having access to BRLA dogs Monday - Friday due to the weekday routine of the kennel staff and for safety reasons.

Donations of supplies are ALWAYS welcomed! We always appreciate the volunteer that arrives with "tools" in hand ready to spend time at the kennel. These tools would be poop bags, training treats (cut up Natural Balance rolls are the ideal and the dogs love them) and a leash.

BRLA has started to use the Wags and Wiggles No Pull Freedom Harness when working with the dogs so volunteer dog walkers are strongly encouraged to purchase one for their training tool kit. We have found that the Freedom Harness helps the dogs feel more relaxed and secure with the pressure being taken off their neck by the use of a traditional choke or Martindale collar. These harnesses are not sold in pet stores, but you can easily purchase one online such as at Amazon.com. The best size that fits most Boxers is Large.

## Volunteer Opportunities

Below are our most common available volunteer opportunities. We are always looking for other creative ways for volunteers to help out. If you have a specific interest or background that you feel could benefit BRLA, please send an email to [volunteers@boxer-rescue-la.com](mailto:volunteers@boxer-rescue-la.com) and let us know how you feel you can benefit BRLA in a different capacity. We are always open to suggestions.

**Dog Walker** – This volunteer role plays an important part in our efforts to increase the dogs' chances for adoption. Training walks keep the dogs physically and mentally fit, reinforces proper leash skills and teaches them basic commands. To get started as a dog walker volunteer you must be at least 18 years of age (no exceptions) and be able to commit to at least 4 hours per month for a minimum of a consecutive 6 month period or longer. In addition, new dog walker volunteers will be assessed during their orientation as it relates to their dog handling skills. If the Volunteer Coordinator determines that the dog handling skills are not at the appropriate level, the new volunteer will be informed and a kennel support (see below) role will be suggested. BRLA has established this time commitment requirement for dog walkers through our experience that short term volunteering is not conducive to providing the type of consistent training and attention our BRLA dogs need and deserve in their efforts to be adopted. If you are able to meet this commitment as a dog walker, please complete the application and waiver.

**Kennel Support** – This volunteer role does not require a minimum commitment, but is critical in the efforts to run the kennel, keep things sparkling clean and ensure the dogs are well cared for. Kennel support duties can include helping with laundry, helping with feeding time, washing bowls, scrubbing down crates and runs, filling up water bowls and pools, giving dogs a bath and grooming them.

## Policies and Procedures for all Volunteers

Please read the below guidelines before coming to your orientation at BRLA. The kennel will be quite noisy on the weekends with excited, barking dogs and there is always a lot of activity taking place.

A responsible organization establishes policies and procedures to provide a safe, comfortable and positive environment for volunteers and staff to work collaboratively in. Adhering to these policies and procedures will help eliminate potential communication issues and will make your volunteer experience as safe, positive and rewarding as possible. ***Please read each of the following rules very carefully and be sure to ask for clarification if there is anything you don't understand. BRLA reserves the right to counsel, suspend or terminate volunteers who fail to follow these guidelines in the spirit of BRLA values of consideration and respect for animals and humans alike.***

### 1. Creating and Sustaining Teamwork

As a volunteer you are an important part of a multi-faceted team working together to care for and find homes for the BRLA dogs. As a member of the BRLA volunteer team, you are also representing BRLA. We ask that you take this role seriously, and that your behavior at all times reflects the spirit of teamwork and cooperation that will best serve the life-saving mission of BRLA. We are committed to providing a positive environment of mutual respect and a cooperative work ethic among volunteers, staff and the public. Your language, conduct, and interactions with your fellow volunteers, staff and the public should at all times be professional, respectful and reflect these values.

## **2. Working with the Public**

It is important that members of the public feel welcome when they come to the BRLA kennel. We ask that volunteers be friendly, professional and courteous when interacting with the public. Volunteers should never put pressure on a member of the public to adopt a dog, nor should volunteers insert themselves into the adoption process unless requested to by a member of the adoption team. If an adopter gives a volunteer serious cause for concern, a member of the adoption team should be notified. Also, individuals relinquishing a pet should not be made to feel guilty for their actions. While we appreciate that volunteers may become concerned and curious when a dog is relinquished, volunteers should leave the area during a relinquishment and allow the appropriate BRLA staff member to process the intake.

All adoptions and new volunteer orientations are done by appointment only. No “walk ins” are permitted at the kennel. When a volunteer is faced with a member of the public that has come to the kennel without an appointment, they should notify the Volunteer Coordinator so he/she can address the situation. At no time should a volunteer allow a “walk in” access to the kennel or direct contact with any of the BRLA dogs.

Adopters with appointments are not permitted to enter the kennel unless they are accompanied by a member of the adoption team. Potential dogs for adoption are brought outside of their run to meet a potential adopter. Adopters do not meet potential dogs for adoption inside the kennel or in their run. In addition, adopters are not permitted to approach a dog that has not been specifically brought to them to meet. Volunteers should politely request that the adopter speak with the adoption team member assisting them in their adoption process if they would like to meet a particular dog.

It is unlawful for any employee or volunteer of BRLA to discriminate against a potential adopter on the basis of race, sex, religion, age, sexual orientation or disability. As a general rule, volunteers should refrain from any discussion or activity which could be construed as discriminatory. We realize that working in a kennel environment can be an emotional and sometimes heartbreaking experience. It is important, however, that volunteers refrain from making promises of extra assistance to potential adopters in order to secure an adoption. If you have personal access to or are willing to provide products and/or services to adopters, please discuss them first with the Volunteer Coordinator or member of the adoption team. If you choose to make any such promises to an adopter, the adopter should be made aware that you are personally making such arrangements, and please remember that it is your responsibility to deliver. However, volunteers may never offer to assume responsibility for dog if it doesn't work out for an adopter.

## **3. Schedule/Volunteer Hours**

Once you have completed your application, attended orientation and been cleared to volunteer, you may begin volunteering. Volunteers are welcome to the kennel on weekends only. BRLA is not open to volunteers being on property and having access to BRLA dogs Monday - Friday due to the weekday routine of the kennel staff and for safety reasons. The hours volunteers can be onsite are dependent upon the kennel staff and adoption schedule so please confirm volunteer hours with the Volunteer Coordinator during your orientation.

For dog walkers, given the training involved, and to ensure both that volunteers are kept up to date about policies, procedures, and that they establish a relationship with other volunteers and the dogs, we ask that this volunteer category volunteer for at least 4 hours per month for a minimum of a consecutive 6 month period or longer. In the event you need to take a break, or need to miss significant time, please let the Volunteer Coordinator know.

All volunteers are required to sign in and out on the Volunteer Log Sheet each time they volunteer. Please note that BRLA keeps all volunteers, regardless of amount hours one puts in, active in the volunteer database. However, if one has not volunteered in over 6 months, he/she will be inactivated from the volunteer database and may be required to start the application process over again.

#### **4. Group Volunteer Events**

BRLA welcomes large volunteer groups with advance notification.

#### **5. Dress Code**

For your safety and comfort, we require that volunteers wear closed toed shoes with skid resistant soles, and long pants or jeans. At no time are sandals or flip-flop shoes permitted. However, due to the extreme weather conditions that may impact the San Fernando Valley during the summer months, volunteers are permitted to wear shorts, but long pants are still preferred whenever possible for safety reasons. Volunteers are strongly encouraged to wear head gear to protect themselves during the extreme summer months. Also, be sure to wear sunscreen to avoid sunburns and bring plenty of drinking water so you are sure to stay hydrated.

Core volunteers that regularly and consistently donate their time to kennel operations may be issued a BRLA branded volunteer t-shirt. These volunteers are strongly encouraged to wear the provided t-shirt when on-site at the kennel so they can represent BRLA to the public. In addition, these volunteers can be recruited to assist with new volunteer orientation, large volunteer group community service events or even adoptions. The BRLA volunteer t-shirt comes with responsibilities and those volunteers issued one are expected to set the example when it comes to the mission and values of BRLA.

#### **6. Animal Care/Health/Safety**

Safety for our volunteers as well as our dogs is our primary concern. It is important to follow our safety guidelines at all times.

BRLA places a high value on the lives of all the dogs in its care. Volunteers must at all times treat the dogs humanely and with the respect, compassion and care they deserve. Mistreatment of dogs is grounds for immediate dismissal.

No dogs are to be removed from the kennel without prior approval, with the exception of dogs being walked in the kennel vicinity for exercise by volunteers who have graduated as dog walkers.

All volunteers must clean up after dogs in their care. Volunteers are expected to always carry waste disposal bags with them and deposit them in the proper receptacles.

Observations by volunteers regarding the health and well-being of any dog are appreciated. These observations should be recorded on the comments log provided or directly to the Volunteer Coordinator, except in the case of emergency when you should immediately find a staff member.

For health and safety reasons, only approved/healthy dog treats may be brought in to the kennel (receipts are available for donations for which we thank you). Inappropriate treats may cause digestive problems for some dogs. Natural Balance rolls cut into small pieces are always a safe choice, and a great motivator for training most dogs. Never bring in pig ears, cow hooves or similar "treats" which can cause fighting between dogs and food aggression issues. NEVER offer a treat to a dog in the

presence of another dog. NEVER put any treats in a run occupied by more than one dog. These instances can cause food aggressive behavior and injuries.

Disinfectant is available throughout the kennel and the frequent washing of hands is also recommended. Despite the frequency of contact between animals and humans, the incidence of pet associated illnesses in people is infrequent.

All volunteers should work to their comfort level and only select dogs to work with that are appropriate for their skills and abilities.

All volunteers will be treated equally and fairly. It is necessary that volunteers be able to meet the requirements of any specific job description to ensure the volunteers, staff, dogs and members of the public are not put at risk. As one example, if a volunteer is unable to read a kennel card, for any reason, that volunteer would be unable to assume any position requiring the ability to read the kennel card to ascertain if there is a behavior or medical problem the volunteer should be made aware of, without the constant presence and assistance of an equally trained partner/volunteer.

Guidelines at a Glance: (NOTE: Minimum commitment to be a volunteer dog walker.)

- DO NOT handle dogs with warning signs on run or cage card.
- Walk dogs using the martingale collar they are wearing or a Freedom Harness.
- Be ready to collar dog before you open the crate/run door.
- Use caution when retrieving or returning dogs to their crate/run so they don't escape.
- ALWAYS make sure dog crate/run is locked when returning dog.
- Close all doors/gates after you pass through them.
- Only walk one dog at a time.
- Please walk dogs to the left as you exit kennel and do not allow dogs to "fence fight" as they exit or enter the kennel.
- There is a "one dog" rule for entering and exiting the kennel. Never attempt to retrieve or return a dog to their run if another volunteer is already in the process of doing the same in the same proximity. Allow the other volunteer to safely exit the kennel or return a dog to its run before you attempt to do the same. AT NO TIME should dogs come in direct contact with one another in the kennel aisle ways.
- Keep a wide safety buffer between all dogs while outside with them. Avoid contact with other dogs while walking. If there are two volunteers walking dogs and need to pass by one another, one volunteer should step in the street to allow for a wide berth between dogs. Dogs are NEVER to come in direct contact with one another unless under the supervision of a properly trained core volunteer.
- Do not allow dogs off leash at ANY time.
- NEVER yank on a dog's neck while walking.
- ALWAYS have poop bags at the ready and clean up after the dogs.
- Do not walk or loiter in front of the two private kennels or residents directly next door or across from BRLA.
- Do NOT walk dogs near or close by adoptions in progress and do NOT interrupt the adoption team when they are interacting with a potential adopter.
- Check bedding before putting dog back in crate/run. If dirty or wet please change.
- Fill water dishes with fresh water.
- Indicate dog has been walked with the signage provided.

## **7. Reporting Accidents/Incidents**

Volunteers should immediately report any bites, scratches or injuries while working at the kennel. If any conflict occurs with a volunteer, staff member or visitor, the incident should be detailed in writing to the Volunteer Coordinator.

## **8. Adoptions**

Adoptions ONLY take place by appointment. All potential adopters complete an online application via the BRLA website and then are contacted by a member of the adoption team to be screened. The screeners collect valuable information concerning the adopter such as other dogs or cats in the house, number and ages of any children, do they have a yard, confirm number of hours the dog will be alone, lifestyle, etc. Once the adopter completes the screening process, an appointment is made. The BRLA adoption team takes great care in screening all potential adopters to make sure their profile and lifestyle is matched with the best dog for them to take home. BRLA focuses on making a forever match and take precautions to avoid a dog being returned to the kennel.

BRLA does not attend off-site adoption events due to previous experience that these adopters tend to make impulse decisions versus a life-long commitment that has been carefully considered.

## **9. Age Requirements**

Volunteers under the age of 18 must be accompanied by a parent or guardian during orientation and during any additional volunteer time the minor spends at the kennel. The parent or guardian must sign all waivers and agreements on the minor's behalf. The minor is not eligible to walk or handle a BRLA dog. The dog must in the control of the parent or guardian at all times.

## **10. Public Relations**

When representing BRLA, volunteers are expected to be courteous and professional and a positive ambassador. Furthermore, no volunteer is permitted to talk to the media without express written consent. Please direct all media inquiries to the Volunteer Coordinator. Volunteers need to obtain prior approval from the Volunteer Coordinator before distributing or posting any written information or flyers. This is to ensure that all printed materials are consistent with BRLA policies, procedures and mission.

In the age of social media (Facebook, Twitter, etc.) we request that all volunteers use their professional judgment when posting information on any social media sites. While volunteers may enjoy taking pictures or video of dogs they spend time with, at no time should these personal mementoes be used to market on behalf of BRLA, or post your personal temperament assessment of dogs without BRLA Board approval or used in a manner that casts a disparaging or defamatory view of BRLA and its operations. At no time should pictures or video be taken inside the kennel unless approved by the Volunteer Coordinator.

## **11. No Smoking Permitted**

BRLA is a smoke-free environment. If you would like to smoke, please leave the kennel and walk a substantial distance from the entrance and away from any adoption appointments in progress.

## **12. Sexual Harassment**

BRLA is committed to providing its employees and volunteers with a working environment free of sexual harassment, intimidation, and coercion. Sexual harassment is a form of sex discrimination and is a violation of Federal and State law. All BRLA employees and volunteers are expected to behave in a manner which maintains a working environment free of sexual harassment.



## **DEFINITION**

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when: Submission to such conduct is either explicitly or implicitly made a term or condition of an individual's employment or volunteering;

Submission to or rejection of such conduct by an individual is used as the basis for employment or volunteering decisions affecting the individual; or Such conduct has the purpose or effect of interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment. Consistent with this definition, it is sexual harassment for any employee or nonemployee to use implicit or explicit sexual behavior, of a verbal, visual or physical nature, to affect the work environment, the job or the performance of any employee or volunteer.

## **Reporting**

If a volunteer feels that he/she is a victim of Sexual Harassment, they should notify the Volunteer Coordinator immediately. The Volunteer Coordinator will notify the BRLA Board and a complete investigation of the incident will take place.

## **13. Reporting Concerns/Asking Questions/Making Suggestions**

We are committed to making your volunteer experience as positive and rewarding as possible. Should you experience any problems or conflicts, or have questions or suggestions, please contact the Volunteer Coordinator. We welcome ideas and suggestions, and encourage our volunteers to bring them to the attention of the Volunteer Coordinator.

## **14. Resignation/Termination Policy**

Volunteering at BRLA is a privilege. We value your volunteer service, and if you should decide to discontinue volunteering for any reason, we encourage you to contact the Volunteer Coordinator to let us know the reasons behind your decision so we may have an opportunity to address any concerns and receive your feedback in order to improve the experience for future volunteers. Your feedback may directly benefit the Volunteer Program.

BRLA reserves the right to revoke volunteer privileges if it appears to be in the best interests of the organization and/or the volunteer. Possible grounds for termination may include, but are not limited to, gross misconduct or insubordination; being under the influence of alcohol or drugs; possession of weapons; putting a volunteer, staff member or animal at risk; inability to work with the public, staff or other volunteers; an undisclosed conflict of interest; foul and/or abusive language directed at other volunteers, staff or the public; slandering BRLA to the public; theft of property or misuse of equipment or materials; or abuse or mistreatment of animals.

## **15. Volunteers as Clients**

While we greatly value volunteers for their support, we are unable to extend special treatment such as price reductions relating to adoption of animals, first rights, or holding a specific dog for a volunteer. We hope you understand that it is imperative that we offer equal opportunities for everyone.

## **BRLA Position Descriptions**

### **KENNEL SUPPORT**

#### **Kennel Helper**

Provide support to kennel staff by assisting with various duties such as helping with laundry and feeding time, washing bowls, scrubbing down crates and runs, filling up water bowls and pools, giving dogs a bath and grooming them. This role does not require a minimum time commitment.

#### **Dog Walker**

Provide the BRLA dogs with much needed physical and mental exercise through training walks. Reinforces proper leash skills, teaches basic commands and good manners to improve chances of adoption. This role does require a minimum time commitment and you must be at least 18 years of age.

#### **Mentor**

Dog Walkers can advance to join the BRLA Mentor Training team that focuses on 8 dogs at a time. These Mentor Dogs of Focus are the available dogs at BRLA that need the most help in becoming more adoptable. This is achieved through positive training methods consistently being implemented by the Mentors. Trainer Mary Hirt of Teacher's Pet guides this exciting and very successful program.

#### **Transporter**

Transport dogs from shelters to BRLA or from BRLA to medical facilities or wherever a BRLA dog needs to be transported. The incoming dogs are regulated and all transports are pre-approved and pre-arranged.

### **ADOPTION TEAM**

#### **Screeener**

Screeners are the first point of contact for a potential BRLA adopter. They reviews incoming adoption applications, interviews potential adopters and schedules adoption appointments. Screeners work closely with the Matchmaker team providing insight on the potential adopters for appropriate adoption candidates and creating an organized adoption day schedule.

#### **Matchmaker**

Reviews information gathered from Screener regarding the adopter's preferences and lifestyle so they may determine appropriate BRLA candidates. Meet with potential adopters for their scheduled appointment at BRLA kennel. Matchmakers are recruited and trained in proper dog-to-dog introduction. They are responsible for providing all the important information to new adopters on the successful integration of a newly adopted dog to a home. Matchmakers also follow up after adoption to assure a lifetime match.

### **LEADERSHIP TEAM**

#### **Volunteer Coordinator**

Oversees volunteer program and responsibilities include recruitment, training, placement and supervision of volunteer base. May also serve a public relations function for BRLA to help boost volunteer interest in the community.

#### **BRLA Board**

Elected official board that regulate and ensure the continuation of Boxer Rescue Los Angeles by the management of financial, legal and logistics of the organization.

## LOGISTICS

### Team walking: WALK ME signs

To keep track of which dogs have walked and which ones need to walk, we have a system to help. Every dog has a clipboard with all their information. Each clipboard has a I Walked/Walk Me sign attached. First walker to BRLA flips all the signs to WALK ME to start the day. As each dog is walked the sign is rotated to I WALKED. This allows walkers to easily see who needs to be walked

### Cage Cards

Every BRLA Boxer has a Cage Card visible on their run which provides important information. These sheets help BRLA communicate temperament, health and other issues which need to be tracked and recorded. Before you decide to walk a dog check the TEMPERMENT section and COMMENTS to insure the dog is appropriate for you to handle. Cage Card sample below



NAME \_\_\_\_\_ SEX \_\_\_\_\_ AGE \_\_\_\_\_

Color:  Flashy  Fawn  Brindle  White

Ears:  Natural  Cropped

Tail:  Natural  Cropped

Size:  Large  Medium  Small

Chip Type \_\_\_\_\_ # \_\_\_\_\_

Shelter # \_\_\_\_\_ BRLA # \_\_\_\_\_

INTAKE DATE \_\_\_\_\_ From \_\_\_\_\_ By \_\_\_\_\_

RETURN DATE \_\_\_\_\_ Reason \_\_\_\_\_

PAPERWORK IN FILE:  Yes  No If NO where: \_\_\_\_\_

SPAYED / NEUTERED:  Came to BRLA sterilized  Needs to be sterilized  DONE!

BRLA sterilized this date: \_\_\_\_\_ At: \_\_\_\_\_ Stitches removed \_\_\_\_\_

VACCINATIONS (record dates and info)

DHLPParvo \_\_\_\_\_  Bordatella \_\_\_\_\_  Rabies \_\_\_\_\_  Wormed \_\_\_\_\_

TEMPERMENT:

Dominant  Hyper  Shy  Fearful  Aggressive to:  People  Dogs  Kids  Cats

Mellow  Submissive  Friendly  Playful  Good with:  People  Dogs  Kids  Cats.

HEALTH ISSUES: (record dates and info)

Date Noticed \_\_\_\_\_ Issue \_\_\_\_\_

\_\_\_\_\_  Issue Resolved

MEDICATIONS.  Envelope attached with meds). Needed: \_\_\_\_\_

Comments:

Updated

Name \_\_\_\_\_  DOG Aggressive  Need to Sterilize: Done \_\_\_\_\_

recorded.

# DOG WALKING BASICS @ BRLA

*Print this page and bring with you as reference.*

BRLA and BRLA Boxers thank you in advance for your volunteer time and energy! To insure a safe and positive experience for both canine and human please follow these guidelines when walking Boxers at Boxer Rescue LA

### Walk in Designated Areas Only

BRLA shares the neighborhood with many other business and residents. We must be respectful at all times, clean up after dogs and avoid walking in front of the kennels adjacent to BRLA. An approved walking path is indicated in the map below. Be safe and aware of your surroundings at all times.

### Always Carry Poop Bags:

Please clean up after the Boxer you are walking. You will find that many Boxers at kennel are stress and will have loose stool as a result. If bag is not sufficient for clean up a bucket of water works.

### Avoid Other Dogs

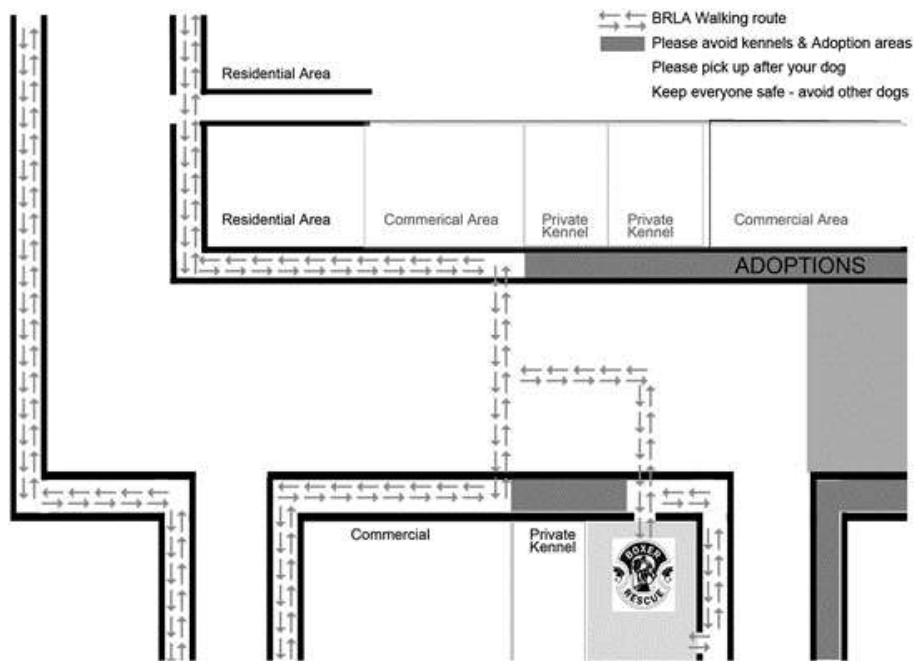
Please keep a safe distance (at least 5 feet) between Boxers when out walking. This is for your safety and the safety of BRLA Boxers. Do not let dogs interact with each other. Please be aware of your surroundings at all times when walking a dog as there can be many dogs out at the same time.

### Avoid Adoption Area

BRLA Matchmakers are trained to work with potential adopters. Appointments are schedule in advance after BRLA Screeners have collected information on which dogs would be best match. Matchmaker has all the advance information and knowledge of BRLA boxers to put together a responsible lifetime match.

If a potential adopter should ask you about dog you are walking, please politely refer them to a Matchmaker. Please do not hand over a dog you are walking to a potential adopter unless instructed by BRLA Matchmaker.

## BOXER RESCUE LA - VOLUNTEER DOG WALKING ROUTE



HAVE FUN - BE SAFE - THANK YOU VOLUNTEERS