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*Community Working Together To Bring Pets Home*



# Reclaiming Your Pet

## How to Reclaim Your Pet

If you find your pet on our database of found animals, follow the process below to reclaim your animal.

It's best if you come in person to identify your pet. **We recommend arriving by 4:30p.m.** to allow plenty of time for processing. If you do not have the below documentation, still visit the shelter so that our staff can assist you through the process of reclaiming your pet.

## What to Bring

1. **Proof of ownership:** Paperwork identifying the animal as yours may include: veterinarian or adoption paperwork, microchip paperwork, license history, detailed sales receipt or photos as a last resort.
2. **Photo ID:** Bring your government issued photo ID.
3. **Proof of vaccine and license:** All dogs are required to leave the shelter with a valid rabies vaccine and license. Please bring any records with you when you come in.
4. **Proof of Spay/Neuter:** Help us identify the type of program you need.

Our goal is to reunite you with your pet. We offer assistance with a spay/neuter program and a reasonable payment plan. Come see us to discuss your situation to reclaim your pet.

