**Membership Request Form**

Owner Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­\_\_\_\_\_\_

Dog’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Additional Dogs:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Recurring Days Requested

If more than one dog will be attending list the dog’s name after each day

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | 1 | 2 | 3 | 4 | 5 |
| Monday |  |  |  |  |  |
| Tuesday |  |  |  |  |  |
| Wednesday |  |  |  |  |  |
| Thursday |  |  |  |  |  |
| Friday |  |  |  |  |  |

Initial next to each item to confirm that you have read and understand each of the stated terms and conditions of the agreement.

\_\_\_\_ 1. I understand a valid credit card must be on file in Pet Exec.

\_\_\_\_ 2. I understand that Memberships are for the calendar month and are for dogs attending daycare at least one day per week. Memberships must be continuous to maintain priority status.

\_\_\_\_ 3. I understand that Membership reservation requests and recurring changes must be submitted on the Membership Request Form or in PetExec by the 15th of the month preceding the request. For example, reservation requests for July must be made by June 15th. Reservation request changes require approval and do not guarantee a spot.

 \_\_\_\_ 4. I understand that membership rolls over each month unless cancelled in writing through the PetExec portal, an email to tailtopia@gmail.com, or text message through the PetExec portal by the 15th of the preceding month. For example, a standing Membership for September must be cancelled by August 15th to avoid charges.

\_\_\_\_ 5. I understand that reservation cancellations for overnight stays in the daycare room must be made in writing through the PetExec portal, email, or text message by 10 am at least 3 days prior to the reservation. For example, a boarding reservation beginning on Friday, the 10th, must be canceled by 10 am on Tuesday, the 7th. A fee of $55 will apply for each reservation not canceled according to policy.

 \_\_\_\_ 6. We understand life can be unpredictable. Members may request 2 changes for a different day per month. Extra days may be added, if available, at any time. Excess changes may result in cancellation of membership.

\_\_\_\_ 7. I understand that daycare membership plans expire at the end of each calendar month and unused days will not be rolled over.

\_\_\_\_ 8. I understand that if my dog(s) is unable to attend daycare during a month, membership may be placed on reserved hold for the month for a $35 fee. The request must be made in writing to tailtopia@gmail.com, or text message through the PetExec portal by the 15th of the preceding month.

\_\_\_\_ 9. I understand that the conditions of the signed Owner Agreement remain applicable.

\_\_\_\_10. I understand that the daycare membership charges are recurring monthly on the 1st of the month to the valid credit card on file in Pet Exec.

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Owner’s Signature Date