



<u>For Office Use Only</u>
_____ Billing Entity

This agreement (this “Agreement”) is entered into on _____, 20__ between the individual or organization named on the signature page of this Agreement (“you”) and The American Society for the Prevention of Cruelty to Animals, a New York not-for-profit corporation with offices at 424 East 92nd Street, New York, NY 10128 (“ASPCA”) pursuant to which you will assist the ASPCA in providing spay/neuter surgeries and certain other veterinary medical procedures (“Veterinary Services”) to dogs and/or cats (“animals”) at one or more of its clinics, which are located at 70-25 83rd Street, Ridgewood, Queens 11385; 424 East 92nd Street, New York, New York 10128; and/or another ASPCA-operated spay/neuter clinic (collectively, the “ASPCA Spay/Neuter Clinic”). This Agreement supersedes and replaces any prior agreement that you have signed regarding the ASPCA Spay/Neuter Clinic. We thank you for assisting us in providing this valuable service!

- 1. Requirements to use a Stationary Spay/Neuter Clinic (“SSNC”)
 - a. You must initial each page, sign the Agreement, and return this Agreement in its entirety prior to making any appointments during 2015. Signed agreements must be sent to one of the following:
 - i. Mailing Address: 1717 S. Philo Road, Suite 36, Urbana, IL, 61802. ATTN: TNR
 - ii. E-mail: snc@aspca.org
 - iii. Fax: (217) 337-9810
 - b. The following information pertains to organizations ONLY and not to individual rescuers:
 - i. Only a person authorized to bind the organization may sign this agreement; and
 - ii. Representatives from your organization may bring animals and/or pick up animals to or from the ASPCA Spay/Neuter Clinic only if they have first signed the “Representative Acknowledgment” attached to the back of this Agreement and the Representative Acknowledgement has been sent to the ASPCA.
 - c. If you will be working with feral or free roaming cats:
 - i. Any individual who traps feral cats and/or transports feral cats to the ASPCA must be TNR certified. TNR certification workshops are offered online or in any of the five boroughs of New York City. The ASPCA accepts TNR certification from the following agencies:
 - 1. Alley Cat Allies/ASPCA/Mayor's Alliance for NYC's Animals
 - 2. Neighborhood Cats
 - 3. Humane Society of the United States (“HSUS”) (note: this online course is no longer offered but certification from it is still accepted)
- Upon successful completion of the workshop, the participant’s contact information will be added to a “TNR Certification List” maintained by Alley Cat Allies/ASPCA/Mayor's Alliance for NYC's Animals, Neighborhood Cats or HSUS.

Your Initials: _____

- ii. TNR certification must be completed prior to registering any feral cat for spay/neuter surgery with the ASPCA. By signing this Agreement, you agree that you, or (if you are an organization) any of your representatives who trap feral cats and/or transport feral cats to the ASPCA, will have completed at least one of these courses prior to the ASPCA Spay/Neuter Clinic providing services (each, an “Authorized Representative”).
- iii. The ASPCA reserves the right to confirm that any individual who traps feral cats and/or transports feral cats to the ASPCA is included on the TNR Certification List maintained by Alley Cat Allies/ASPCA/Mayor's Alliance for NYC's Animals, Neighborhood Cats or HSUS. If such person’s name is not on the TNR Certification List, the ASPCA reserves the right to contact the Alley Cat Allies/ASPCA/Mayor's Alliance for NYC's Animals, Neighborhood Cats or HSUS to assist in confirmation. If the ASPCA is not able to confirm that you (or, if you are an organization, your Authorized Representative) have been certified as described above, the ASPCA reserves the right to cancel any scheduled appointments.

2. Scheduling appointments, cancelling appointments, or changing appointments

- a. You may schedule your appointments by contacting the ASPCA’s Client Services Call Center (the “Call Center”) at 877-SPAY-NYC no later than one (1) business day prior to the desired appointment day during the Call Center’s regular hours. Call Center hours are regularly emailed to rescuers.
- b. You must provide the ASPCA with the number and species of animals that you or your Authorized Representative will bring to the ASPCA Spay/Neuter Clinic or the transport pick up location when scheduling appointments. The ASPCA will accommodate animals based on availability. Accommodations are in the sole discretion of the ASPCA.
- c. Appointments must be cancelled or changed by calling the Call Center at 877-SPAY-NYC no later than 12:00 PM Eastern Time one ASPCA working day prior to the appointment during the Call Center’s regular hours. For example, if you wish to cancel an appointment scheduled for a Tuesday, you must call by 12:00 PM Eastern Time the prior Monday during the Call Center’s regular hours. A cancellation fee of \$5 per cat and \$10 per dog per appointment will be applied to appointments that have not been cancelled with the Call Center by 12:00 PM Eastern Time one ASPCA working day prior to the appointment or if you fail to arrive for your scheduled appointments.
- d. Additional animals brought to the ASPCA Spay/Neuter Clinic without an appointment scheduled in advance may not be accommodated.

3. Animal suitability

- a. You agree that the ASPCA may deny veterinary services to any animal. When screening animals for any condition that would cause the decline of veterinary services, you will comply with (i) “General Guidelines for Spay Neuter Services” and (ii) only if you are using the ASPCA transport system, “Screening Candidates for Spay/Neuter Surgery—Guidelines for Transport Animals,” which are both attached to this Agreement as Exhibit A.
- b. You may present the ASPCA with animals that are owned by another person so long as the owner has signed a waiver supplied to you by the ASPCA and you bring that signed waiver with you when presenting the animal to the ASPCA. The waiver is the Client + Owner/Caretaker Consent on the back of the medical form; the signature line is on the front of the form. Under no circumstance may any animal owned by another person be brought to the ASPCA for any service without the owner having signed such waiver and such waiver being presented to the ASPCA.

- c. You may provide the ASPCA with feral animals that you (or, if you are an organization, your Authorized Representative) have secured in a trap, and you may also provide the ASPCA with animals that are in your care.
- d. Cats that are not feral may be brought in a carrier and not in a trap.
- e. Animals brought to the ASPCA Spay/Neuter Clinics must reside in one of the five boroughs of New York City.

4. Responsibilities of Both Parties.

- a. You must, at all times, act in the best interests of the welfare of the animals in your care and in your community. If you are deemed by the ASPCA to be jeopardizing the welfare of animals, you will be immediately disqualified from receiving veterinary services, at the sole discretion of the ASPCA. Likewise, you must operate within all applicable federal, state and local laws in order to continue to receive veterinary services.
- b. The ASPCA represents and warrants that all spay and neuter surgeries shall be performed by a veterinarian who is licensed to practice veterinary medicine in the State of New York.

5. Veterinary Services.

- a. Unless any such procedure is deemed unsuitable by an ASPCA veterinarian, all animals brought to the ASPCA, either directly or through the ASPCA Transport Service, pursuant to this Agreement will be spayed or neutered, tattooed, and vaccinated against rabies (if no proof of a current rabies vaccine is provided and such vaccination is deemed medically appropriate).
- b. All cats in traps will be ear-tipped at the time of surgery according to ASPCA protocol.
- c. Friendly animals will receive a complimentary nail trim.
- d. If an animal experiences post-operative complications requiring follow-up care as a direct result of veterinary services, you must contact the Call Center at 877-SPAY-NYC. The Call Center will determine whether the ASPCA will cover the cost of the animal's post-operative care. If such authorization for coverage is given, the ASPCA will, in its discretion, either cover such additional costs directly or reimburse you for out-of-pocket costs you incur to provide that care.
 - i. Post-operative care will **not** be covered by the ASPCA unless you have received advance authorization from the Call Center at 877-SPAY-NYC. You must receive advance authorization from the Call Center even if you are bringing an animal to the ASPCA Animal Hospital.
 - ii. Transportation costs to and from any follow-up care facility, including one of the ASPCA mobile clinics, are always your responsibility and will not be covered by the ASPCA.
 - iii. Should you fail to follow the aftercare protocol provided to you by the ASPCA when you retrieve your animal(s) from the ASPCA, the ASPCA will not ordinarily provide coverage of any post-operative care.
- e. Medication will only be dispensed to you by the ASPCA with the explicit authorization of an ASPCA veterinarian and will be provided solely to animals that have been or are currently being treated by the ASPCA. The dispensation of medication will be in the sole discretion of the ASPCA.
- f. Any animal determined to be already spayed or neutered prior to sedation will not receive any services.
- g. If an animal is sedated, and it is discovered that he or she has been already spayed or neutered, services requested will be provided (including ear tip for feral cats), but the animal will not receive a tattoo.
- h. If you request that the ASPCA performs, or does not perform, any procedure or takes, or does not take, any action that is against veterinary medical advice, you will be required to sign an "Against Medical Advice" form. In the event that it is not feasible for you to reach the ASPCA

Spay/Neuter Clinic in a time that would be considered reasonable, the ASPCA may, in its sole discretion, choose to accept your oral consent to take steps against veterinary medical advice.

6. Aftercare Protocol.

- a. You agree to follow the aftercare protocols provided to you by the ASPCA for each animal receiving veterinary services. You understand that it is your responsibility to ensure a safe, clean, and appropriate environment for animals to recover from the spay/neuter surgery.
- b. You acknowledge that the ASPCA reserves the right, at any mutually agreed time, to inspect any area that you have designated for animal recovery purposes and to advise of any changes that you must make to ensure the health and safety of recovering animals.
- c. You understand that the ASPCA may suspend your use of the ASPCA Spay/Neuter Clinics in the event that you a) fail to make reasonable efforts to permit the ASPCA to inspect recovery premises or b) do not remedy any problems that the ASPCA identifies after conducting such a visit in a timely manner.

7. Bringing Animals Directly to the ASPCA Spay/Neuter Clinic – NOTE: This section does NOT apply to those using ASPCA Transport.

a. Admissions and Discharge Process

- i. You must follow the intake and discharge schedules provided to you when you schedule an appointment.
- ii. If you are bringing animals owned by third parties, you are responsible for bringing the animal to, and picking up the animal from, the ASPCA Spay/Neuter Clinic. The owner may accompany you when you bring the animal to or pick up the animal from the ASPCA Spay/Neuter Clinic, but the ASPCA will work only with you throughout the intake and discharge process and not with the owner. Only you may enter the ASPCA Spay/Neuter Clinic; the owner must wait outside.
- iii. FOR INDIVIDUAL RESCUERS:
 1. The person who schedules the appointment with the Call Center must be present during intake. Government-issued identification will be required during intake and discharge.
 2. If you are unable to be at the ASPCA Spay/Neuter Clinic for discharge, another rescuer with a current agreement with the ASPCA may be designated to perform your responsibilities if you notify the ASPCA in advance. If the other rescuer is retrieving feral cats, the ASPCA must be able to verify that the other rescuer is TNR certified and has a current agreement with the ASPCA
- iv. FOR ORGANIZATIONS ONLY: You may send an alternate representative to admit or retrieve animals if s/he has a signed Representative Acknowledgement with the ASPCA and is TNR certified (if retrieving feral cats).
- v. The ASPCA must receive the completed admission form and a signed waiver for each animal before it can provide veterinary services to the animal. As mentioned above, if an animal is owned by someone other than you, the owner must complete the admission form and sign the waiver provided to you by the ASPCA before you take possession of the animal, and you must bring that signed waiver when you present the animal.
- vi. The admission form for each animal brought to the ASPCA Spay/Neuter Clinic must be completed prior to arrival at the ASPCA Spay/Neuter Clinic. Forms are available at the ASPCA Spay/Neuter Clinic and on the transport vehicles. An ASPCA staff member can provide you with a supply of blank forms for your future use.
- vii. If the animal is up-to-date on his or her rabies vaccination, you must provide the ASPCA with a copy of the rabies certificate (if available). If a rabies certificate is not provided,

the ASPCA will provide the animal with a rabies vaccine if the ASPCA, in its sole discretion, deems it appropriate to do so.

- viii. Unless there is a medical reason not to release an animal, animals must be picked up the same day that they receive veterinary services. If an animal cannot be released for medical reasons, the ASPCA may send the animal to the ASPCA Animal Hospital or to another suitable veterinary clinic or veterinarian for further evaluation and/or treatment.
- ix. Once intake is completed, the ASPCA Spay/Neuter Clinic will be closed for surgery and recovery until discharge time, and rescuers will not have access to the ASPCA Spay/Neuter Clinic.

b. Presentation of Animals

- i. All cats must arrive secured in a trap, transfer cage or carrier.
 - 1. All feral cats must arrive covered, in traps or transfer cages.
 - 2. All cats in traps or transfer cages WILL be ear tipped according to ASPCA protocol. No exceptions!
 - 3. Friendly/adoptable cats may be secured in a carrier. The carrier must be of an appropriate size and in functional condition.
 - 4. Cats in carriers WILL NOT be ear tipped. No exceptions!
 - 5. Any cat in a pet carrier that is determined to be feral will not receive services for the safety of the animal and the ASPCA representatives.
- ii. Dogs may be brought in carriers or walked in with a leash and collar.
- iii. You may not present more than one animal in any one carrier or trap.
- iv. You must ensure that all contents are removed from carriers and/or traps, with the exception of one clean layer of paper or a blanket/towel, prior to transferring the animal to the ASPCA.

c. Billing

- i. The ASPCA may, in its sole discretion, provide an animal with any of the veterinary services attached to this Agreement as Exhibit B at the prices listed. Such prices are subject to change at any time without notification. Other services may be offered if you request them, in the sole discretion of the ASPCA.
- ii. You agree to pay for all veterinary services by cash or check. For all animals brought directly to the ASPCA Spay/Neuter Clinic, payment is due at the time services are rendered unless you have chosen a billing option.
- iii. If you have chosen the billing option, you agree that the ASPCA shall issue an invoice to you for all veterinary services provided to animals you bring to the ASPCA. All payments are due within thirty (30) days of the ASPCA's issuance of the invoice. **You are responsible for collecting fees from owners when animals are owned by someone else. If you fail to collect those fees, the ASPCA will not deduct the amount of such fees from the invoice. The ASPCA, in its sole discretion, may suspend services to you if you fail to pay your bill.**

8. Using the ASPCA Transport Service: NOTE: This section does NOT apply to those bringing animals directly to the ASPCA Spay/Neuter Clinic.

a. Admissions and discharge process

- i. You must coordinate the pick-up/drop-off location and time with the ASPCA by calling the Call Center at 877-SPAY-NYC. If you are bringing an animal owned by a third party, the ASPCA will not be responsible for scheduling the time when you pick up and/or drop off the animal to that third party.
- ii. If you are arranging transport for animals owned by third parties, you are responsible for bringing the animal to, and picking it up from, the transport pick up/drop off location.

The owner may accompany you when you bring the animal to or pick up the animal from the location, but the ASPCA will work only with you throughout the intake and discharge process and not with the owner. As mentioned above, if an animal is owned by someone other than you, the owner must complete the admission form and sign the waiver provided to you by the ASPCA before you take possession of the animal, and you must bring that signed waiver when you present the animal.

iii. **FOR INDIVIDUAL RESCUERS:**

1. The person who schedules the appointment with the Call Center must be present during intake. Government-issued identification will be required during intake and discharge.
2. If you are unable to pick up your animals after surgery from the designated transport location, another person with a current agreement with the ASPCA may be designated to perform your responsibilities. If you are transporting any feral cat(s), the alternative person must be TNR certified. The ASPCA transport service and the Call Center must be notified in advance of any such change. If you are bringing feral cats, the ASPCA must be able to verify that the other rescuer is TNR certified.

iv. **FOR ORGANIZATIONS ONLY:** You may send an alternate representative to admit or retrieve animals if s/he has a signed Representative Acknowledgement and is TNR certified (if retrieving feral cats).

- v. Unless there is a medical reason not to release an animal, animals will be returned to you at the same location where they were picked up by the ASPCA either in the evening of the day they receive services or on the day after they receive veterinary services as arranged during scheduling. If an animal cannot be released for medical reasons, the ASPCA may send the animal to the ASPCA Animal Hospital or to another suitable veterinary clinic or veterinarian for further evaluation and/or treatment.
- vi. The ASPCA must receive the completed admission form and a signed waiver for each animal before it can provide veterinary services to an animal.
- vii. The admission form for each animal brought to the transport pick up/drop off location must be completed prior to the arrival of the ASPCA transport vehicle. All supplies will be provided to you prior to your appointment date. Additional supplies can be requested for future use by notifying the Call Center at 877-SPAY-NYC.
- viii. If the animal is up-to-date on his/her rabies vaccination, you must provide the ASPCA with a copy of the rabies certificate (if available). If a rabies certificate is not provided, the ASPCA will provide the animal with a rabies vaccine if the ASPCA, in its sole discretion, deems it appropriate to do so.

b. Presentation of Animals

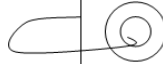
- i. All cats must arrive secured in a trap, transfer cage or carrier.
 1. All feral cats must arrive covered, in traps or transfer cages.
 2. All cats in traps or transfer cages WILL be ear tipped according to ASPCA protocol. No exceptions!
 3. Friendly/adoptable cats may be secured in a carrier. The carrier must be of an appropriate size and in functional condition.
 4. Cats in carriers WILL NOT be ear tipped. No exceptions!
 5. Any cat in a pet carrier that is determined to be feral will not receive services for the safety of the animal and the ASPCA representatives.
- ii. All dogs must be secured in size-appropriate carriers in functional condition.
- iii. ASPCA's Spay/Neuter Operations will lend hard plastic crates for cats and dogs using our Transportation Services pursuant to a separate agreement. Loaner crates must be

reserved when the transport appointment is booked, ideally at least three (3) days prior to transport day.

- iv. You must ensure that all contents are removed from carriers and/or traps, with the exception of one clean layer of paper or a blanket/towel, prior to transferring the animal to the ASPCA.
- v. You must not present more than one animal in any one carrier or trap.
- vi. You must ensure that all animals presented are identified properly.
 - 1. ID bands will be provided by the ASPCA
 - 2. ID bands may be placed around the neck of all non-feral animals or attached to the crate's handle/door, or to the admission's form.
 - 3. ID bands for all feral cats may be attached to the trap's handle or the admission's form.
 - 4. ID bands must contain the following information:

	LAST NAME, FIRST INITIAL. ANIMAL'S NAME. FORM NUMBER.
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- viii. You must ensure that all carriers and/or traps are labeled with the following information



Form #: _____
Date: _____
Animal's name: _____
Client's first and last name: _____
Owner/Caretaker's first and last name: _____

c. Billing

- i. Transport Services are free of charge.
- ii. The ASPCA may, in its sole discretion, provide an animal with any of the veterinary services attached to this Agreement as Exhibit B at the prices listed. Such prices are subject to change at any time without notification. Other services may be offered if you request them, in the sole discretion of the ASPCA.
- iii. You agree that the ASPCA shall issue an invoice to you for all veterinary services provided to animals you bring to the ASPCA. All payments are due within thirty (30) days of the ASPCA's issuance of the invoice. **You are responsible for collecting fees from owners when animals are owned by someone else. If you fail to collect those fees, the ASPCA will not deduct the amount of such fees from the invoice. The ASPCA, in its sole discretion, may suspend services to you if you fail to pay your bill.**

9. Liability and Indemnification.

- a. The ASPCA shall not be liable to you for any damages in connection with this Agreement.
- b. To the fullest extent permitted by applicable law, you shall indemnify, defend, save and hold harmless the ASPCA, its officers, directors, employees, agents, successors and assigns from and against any and all losses of any nature whatsoever that arise out of the performance of this Agreement by you.

10. Relationship Between the Parties.

- a. You and the ASPCA agree that you are not an employee, agent or representative of the ASPCA, and you understand that you are not entitled to any of the benefits available to ASPCA employees (including, but not limited to, health care, retirement or leave).
- b. You will neither represent nor imply that you are working on behalf of the ASPCA, nor that you have any special responsibility or authority that has been given to you by the ASPCA.
- c. You may not represent that you are collecting money on behalf of the ASPCA and you may not in fact collect any money on behalf of the ASPCA (donations must be delivered directly to an ASPCA staff member, who will accept donations on behalf of the ASPCA).
- d. Badmouthing, sabotaging, profanity, verbal abuse, ad hominem attacks and other forms of incivility between rescuers or rescue groups or on any social media or website will not be tolerated, including disparagement of the ASPCA, its officers, employees, agents or volunteers.

11. Term; Termination.

- a. This Agreement will be effective through December 31, 2015.
- b. Either you or the ASPCA may terminate this Agreement for any reason upon ten (10) days advance written notice to the other party, provided, however, that any payments owed by you prior to termination shall still be payable to the ASPCA.

12. Confidentiality.

- a. You acknowledge and agree that information about medical or behavioral conditions, or other records, including information about euthanasia decisions for animals brought to the ASPCA Spay/Neuter Clinic; photographs or videos of any animal that is owned by the ASPCA; information about the compensation, qualifications, abilities, or personal information of any ASPCA employee; and information about, or that may be relevant to, any potential or confirmed criminal cases shall be considered the ASPCA's confidential and proprietary information (the "Confidential Information") and shall not be disclosed to any third party without the prior written consent of the ASPCA.
- b. You expressly agree that you will not post any Confidential Information/photos/video on any social media or other website (including, but not limited to, sites such as Facebook, YouTube, Twitter, MySpace or Instagram). Notwithstanding the foregoing, information about a specific animal's medical conditions or other medical records may be disclosed to adopters of that animal or to the current owner of that animal on an as-needed basis.

13. Changes / Notices. You acknowledge and agree to abide by any changes made by the ASPCA to this Agreement sent to you by written notice, including, without limitation, notices sent to you by e-mail. You acknowledge and agree that any written notices sent to you under or in connection with this Agreement will be deemed delivered on the date that the notice is sent.

I HEREBY WARRANT THAT I (A) AM OVER EIGHTEEN (18) YEARS OF AGE, (B) HAVE READ THIS AGREEMENT CAREFULLY PRIOR TO ITS EXECUTION, (C) FULLY UNDERSTAND THE CONTENTS OF THIS AGREEMENT, (D) REALIZE THIS AGREEMENT IS AN ENFORCEABLE LEGAL DOCUMENT BETWEEN MYSELF AND THE ASPCA, AND (E) VOLUNTARILY SIGN THIS AGREEMENT OF MY OWN FREE WILL.

PLEASE COMPLETE ONLY ONE COLUMN BELOW.

INDIVIDUALS: COMPLETE THIS SIDE ONLY

ACKNOWLEDGED AND AGREED TO BY:

Your Name (Print):

Your Signature:

Date: _____

Address:

Email: _____

Phone: _____

The Feral Cat Initiative (“FCI”) email list will enable you to learn about updates on local laws as they affect TNR, new information about TNR in New York City, and changes in the ASPCA TNR program, as well as information about give-aways and training opportunities. These updates will be sent via email.

If you prefer not to receive emails from FCI, please initial here: _____

ORGANIZATIONS: COMPLETE THIS SIDE ONLY

ACKNOWLEDGED AND AGREED TO BY:

Name of Your Organization:

Name of Authorized Representative (Print):

Signature of Authorized Representative:

Tax ID Number (Organization): _____

Date: _____

Primary Business Address:

Email: _____

Phone: _____

The Feral Cat Initiative (“FCI”) email list will enable you to learn about updates on local laws as they affect TNR, new information about TNR in New York City, and changes in the ASPCA TNR program, as well as information about give-aways and training opportunities. These updates will be sent via email.

If you prefer not to receive emails from FCI, please initial here: _____

REPRESENTATIVE ACKNOWLEDGMENT

TO BE COMPLETED BY ORGANIZATIONS ONLY

(Individual rescuers can ignore this page.)

I am a representative of _____ (the “Organization”), and I may utilize the ASPCA Spay/Neuter Clinic on behalf of the Organization. I acknowledge and agree that I have read the agreement (the “Agreement”) between the Organization and the American Society for the Prevention of Cruelty to Animals (“ASPCA”), and I agree to abide by all ASPCA policies and procedures described in the Agreement to the extent that they apply to my utilization of the ASPCA Spay/Neuter Clinic on behalf of the Organization.

Name of representative (please print)

Signature of representative

By signing below, the Organization (named above) hereby acknowledges and agrees that the individual who has signed this representative acknowledgment above (the “Representative”) is authorized to utilize the ASPCA Spay/Neuter Clinic on behalf of the Organization. Organization acknowledges and agrees that any amounts the Representative incurs on behalf of the Organization in acquiring services at the ASPCA Spay/Neuter Clinic and/or in any subsequent services provided at ASPCA Animal Hospital or otherwise provided for aftercare services, including but not limited to medication and subsequent treatments, will be payable to the ASPCA by the Organization.

Name of authorized person on behalf of the Organization (please print)

Signature of authorized person on behalf of the Organization

EXHIBIT A



General Guidelines for Spay/Neuter Services

What animals will the Spay/Neuter Clinic accept for surgery?

- healthy dogs and cats
- puppies and kittens who are at least eight weeks old and weigh at least two pounds
- female cats and dogs in heat
- pregnant cats and dogs, depending on the health of the animal
- male animals with only one testicle in the scrotal sac and unneutered male animals with no testicles in the scrotal sac who are at least 4 months of age
- large dogs (Certain giant breeds may not be accepted.)

What animals will the Spay/Neuter Clinic NOT accept for surgery?

- Doberman Pinschers that do not have blood work proof of a normal von Willebrand Factor test
- ferrets, rabbits, and all other animals
- unhealthy animals or those with contagious illnesses. Animals should not be coughing or sneezing, and should not have watery eyes, runny noses, Sarcoptic mange, and/or ringworm

The following patients will be accepted for spay/neuter surgery at the veterinarian's discretion following physical examination:

- animals over five years of age
- brachycephalic breeds
- dogs or puppies with Demodex
- animals that have tremors or other signs of a neurological condition
- female dogs and cats who are nursing puppies and kittens. (It is ideal to wait one month after weaning litter before spaying.)
- male animals with no descended testicles or only one descended testicle and under 4 months of age. (It may be advised to wait until the animal is at least 4 months of age prior to neuter.)



SCREENING PROCESS AND GUIDELINES FOR TRANSPORT CANDIDATES FOR SPAY/NEUTER SURGERY

As an important partner in the transport process, you will be the first member of the team to screen the animals that are candidates for transport and surgery each day. It is essential that you visually evaluate each animal that is presented to determine its fitness to participate in the program. Allowing animals that may be ill with an infectious disease onto the transport vehicle will potentially expose all of the other patients to infection. It is also important that each individual animal be strong enough to withstand the stresses of transport and surgery. It is harder for a physically debilitated animal to recover from surgery and the likelihood of complications is greatly increased.

Animals that are to be transported to our stationary spay/neuter facility for surgery must, therefore, be clinically healthy to participate in the program. Although it will be beneficial for these animals to recover overnight in our clinic with late night medical monitoring, it is essential that they begin the process in the best possible medical condition.

Here are some guidelines to use when deciding whether an animal is a candidate for transport to the ASPCA Spay/Neuter Clinic:

- Puppies and kittens must be at least 8 weeks old and weigh at least 2 pounds
- No nasal or ocular discharge
- No coughing or sneezing
- No evidence of vomiting or diarrhea (spoiled hind coat)
- No hair loss or obvious skin lesions
- No tremors or other neurologic problems
- Normal weight—not extremely thin or obese
- Doberman Pinschers that do not have blood work proof of a normal von Willebrand Factor test
- Brachycephalic breeds may or may not be transported. Our Transport Coordinators will make this decision on a case by case basis

The ASPCA Transport Coordinators will meet you at the designated location for the animals to be picked up. The Transport Coordinators will also screen the animals that are presented for transport to the ASPCA Spay/Neuter Clinic. The Transport Coordinators may decide that animals that are presented are not candidates for transport and surgery and these animals will not be taken onto the transport vehicle.

Once the potential surgical candidates arrive at the ASPCA Spay/Neuter Clinic, each will be examined by one of our veterinarians. The veterinarian will make the final decision as to whether an animal is an acceptable surgical candidate.

EXHIBIT B

Pricing Chart-Effective as of January 1, 2015

Services	Animal's category	Cost
Spay/ Neuter, rabies vaccine, tattoo, nail trim	Dog	FREE
Spay/ Neuter, rabies vaccine, tattoo, nail trim (if applicable), ear tip (if applicable)	Cat	FREE
Revolution for Cats & Kittens	Cat	\$15 per dose
SNAP FeLV/FIV Combo Test	Cat	\$25 per test
FVRCP vaccine	Cat	\$15 per vaccine
DA2PP Vaccine	Dog	\$15 per vaccine
Frontline for Dogs & Puppies	Dog	\$20 per dose
Carprofen/ Rimadyl - for post-op analgesia	Dog	No charge
Metacam - for post-op analgesia	All	No charge
Clavamox Drops	All	\$15 per bottle
Clavamox Tablets 62.5 mg	All	\$0.50 per tablet
Clavamox Tablets 125 mg	All	\$1 per tablet
Clavamox Tablets 250 mg	All	\$1.50 per tablet
Clavamox Tablets 375 mg	All	\$2 per tablet
Baytril Tablets 22.7 mg	All	\$1 per tablet
Baytril Tablets 68 mg	All	\$2 per tablet
Cephalexin Capsules 250 mg	All	\$0.25 per capsule
Cephalexin Capsules 500 mg	All	\$0.25 per capsule
Convenia	All	\$15 per dose
E-collars	All	\$8 per collar
Microchips	All	\$20 per chip
Cardboard Carriers (not offered for transport pets)	All	\$5 per carrier

PRICES ARE SUBJECT TO CHANGE AT ANY TIME WITHOUT NOTIFICATION.

PLEASE BE AWARE THAT MEDICAL SUPPLIES PROVIDED BY THE RESCUE GROUPS WILL NOT BE ACCEPTED.