



Animal Foster Care Agreement

Parties

Name	Greater Bendigo City Council trading as Bendigo Animal Relief Centre ABN 74 149 638 164
Address	20 Piper Lane, Bendigo VIC 3550
Email	BARCreception@Bendigo.vic.gov.au
Short name	BARC

Name	
Address	
Email	
Short name	Foster Carer

The parties agree

- A. BARC operates an animal pound and shelter service for the City of Greater Bendigo in accordance with the Code of Practice for the Management of Dogs and Cats in Shelters and Pounds.
- B. BARC places animals in juvenile, veterinary, behavioural or short term relief foster care. BARC and the Foster Carer acknowledge and agree that the Foster Carer will care for the animal on a temporary basis on the terms and conditions attached to this agreement and as detailed in the Foster Care Instruction Summary.

Execution

Signed for and on behalf of **BARC** by its authorised officer:

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Signature of authorised officer

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Name of authorised officer (please print)

Signed by the **Foster Carer**:

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.....
Signature of Foster Carer

.....
Name of Foster Carer (please print)

.....
Date signed:



TERMS AND CONDITIONS

1. Foster care period

This agreement commences on the date it is signed by the parties and will continue for a period of twelve (12) months from commencement (**Foster Period**).

2. Foster Carer's obligations

2.1 General obligations

During the Foster Care Period, the Foster Carer:

- (a) will care for the animal in their home on a volunteer basis;
- (b) will meet the daily needs of the animal, including without limitation feeding, cleaning, socialisation, training, medication and affection;
- (c) will adhere to an individual Foster Care Plan provided with each animal including any special health or behaviour management instructions as specified by staff at BARC.
- (d) must not give away, sell or authorise another person to care for the animal;
- (e) must inform other members of their household of their voluntary care role for the animal and use their best endeavours to ensure that other household members abide by the terms of this Agreement;
- (f) must notify BARC immediately of any change to their contact details listed in the Foster Care Plan.
- (g) must contact BARC and apply through the formal adoption process if he or she wishes to adopt the animal.
- (h) will obtain all permits required to keep the number of animals at their property (if applicable); and
- (i) will ensure the animal wears a suitable collar with BARC identification at all times.

2.2 Condition of home environment

During the Foster Care Period, the Foster Carer:

- (a) will use their best endeavours to provide the animal with a safe, enriching and loving home environment;
- (b) will ensure the animal has access to clean, dry and comfortable bedding at all times; and

- (c) will use their best endeavours to prevent the animal from escaping their care by ensuring the animal is contained in an approved, safe and enclosed area at all times; and
- (d) in the event the animal escapes from the Foster Carer's care, the Foster Carer must contact and inform BARC immediately.

2.3 Home visits

- (a) The Foster Carer will use their best endeavours to provide BARC, its employees and contractors with full, free and safe access to their home solely for the purposes of inspecting and ensuring the environment is suitable for the care of the animal (**home visit**).
- (b) Any home visits shall be scheduled at a mutually convenient time for the Foster Carer and BARC, and BARC shall provide the Foster Carer with 24 hours' written notice prior to any home visit; and
- (c) The Foster Carer agrees to promptly and fully comply with any direction from BARC representatives arising from a home visit.

2.4 Travel

- (a) The Foster Carer agrees to collect the animal from BARC and return the animal to BARC for regular health and behaviour progress checks. Such checks may either be as specified in the Foster Care Plan or upon request by a BARC staff member.
- (b) The Foster Carer will be responsible for all costs associated with travelling to and from BARC for the purpose specified in **Error! Reference source not found.**, unless otherwise agreed; and
- (c) The Foster Carer will ensure the animal is appropriately and safely contained or restrained whilst travelling in a vehicle.

2.5 Expenses

During the Foster Care Period, the Foster Carer shall be responsible for the following expenses:

- (a) food;
- (b) dry and comfortable bedding;
- (c) toys;
- (d) food bowls and water bowls; and
- (e) lead and collar.

If a Foster Carer is undergoing hardship, BARC may at its sole discretion assist the Foster Carer in providing the above items for the animal.



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2.6 Nutrition

- (a) Un-weaned juvenile animals will require access to their mother for feeding and at the appropriate age will require their diet to be supplemented with commercial kitten or puppy food.
- (b) Weaned juvenile animals may require a combination of dry food, wet food (often canned food) and a suitable milk replacement (such as puppy or kitten milk). At no times should milk for human consumption be fed to any juvenile animals. Between 3 and 6 feeds per day will be required, depending on the age and litter size of the animals;
- (c) Adult animals will require either dry food only or a combination of wet and dry food, and should be fed twice per day; and
- (d) A lactating adult will require additional food and should be fed two to three times per day.

2.7 Water

Fresh clean water must be provided to any animal at all times, including puppies and kittens.

2.8 Hygiene

The pen/area where the animal is kept must be thoroughly cleaned at least once a day. Younger kittens and puppies will require their pen to be cleaned multiple times a day. Bedding will need to be replaced as soon as it becomes soiled or otherwise dirty. Food and water bowls should be cleaned after every meal or daily.

2.9 Exercise

- (a) Cats and Kittens should be confined to the home only. Cats and kittens are not permitted to be allowed outside at any time. Exercise though interaction and play is to be encouraged;
- (b) Vaccinated dogs and puppies may be exercised on the property or outside the property in public whilst kept under control by a leash at all times. Dogs and puppies are not permitted to be exercised off leash; and
- (c) Unvaccinated dogs and puppies, or those still completing a quarantine period, must not be permitted to exercise outside of the property.

2.10 Interaction with other animals

- (a) The foster animal must be isolated from other animals at the Foster Carer's property unless

otherwise stated in the Foster Care Instruction Summary; and

- (b) Animals which have been fostered together from BARC should be kept together and allowed to interact at all times.

2.11 Animal health and behaviour

- (a) The Foster Carer acknowledges and agrees that they will adhere to an individual Foster Care Instruction Summary provided with the animal including any special health or behaviour management instructions as specified by staff at BARC.
- (b) The Foster Carer agrees to contact BARC immediately if there are any health or behavioural changes in the animal.
- (c) The Foster Carer must notify BARC immediately of any changes to the animal's appetite.
- (d) If the animal becomes sick or injured during the Foster Period, the Foster Carer will contact BARC immediately for the purposes of assessment and treatment; and
- (e) The Foster Carer must not take the animal for any treatment without prior approval from BARC unless in an emergency situation. An emergency situation includes (but is not limited to) a situation where the animal has ingested a toxic substance, becomes seriously injured, or is experiencing dramatic physiological changes that may pose a risk to the animal's life.

2.12 Record Keeping

- (a) Foster Carers may be required to complete the Feline/Canine Observation Sheet provided twice daily for the animal/litter; and
- (b) Foster Carers upon request must provide BARC a copy of the animal's completed Feline/Canine Observation Sheet each day by email to BARCfoster@Bendigo.vic.gov.au (please state the animal AID in the subject line).

2.13 Veterinary Care Requirements

If required, complete written records of all medication and treatment provided whilst in case on the 'Feline/Canine Medication Sheet.

3. Recommendations for the Foster Carer

3.1 BARC recommends Foster Carers:



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- (a) Keep all cats and dogs at the Foster Carer's property up to date with their vaccinations, flea and worming programs. BARC may require the inspection of such certificates to minimise risk to both the Foster Carer's animals and the foster animal.
- (b) Should wear appropriate personal protective clothing and should wash their hands before and after handling animals or their equipment (i.e., litter trays) with warm water and an appropriate cleaning agent, and.
- (c) Should be up to date with their tetanus immunisation.

4. Action to be taken if the animal becomes ill, escapes or dies

4.1 Ill Health

- (a) In the event of ill health, the animal must be isolated from any other animals.
- (b) BARC must be immediately notified of the animal's ill health by telephone on 03 4436 6202 during business hours, or the Operations Manager outside of business hours on the number provided.
- (c) After hours veterinary treatment should be sought from an after-hours veterinary service in Bendigo only in an emergency situation such as where the animal has ingested a toxic substance, become seriously injured, or is experiencing dramatic physiological changes which are potentially a risk to the animal's life.

4.2 Escapes

In the event the animal escapes from the Foster Carer's care, the Foster Carer must immediately report to BARC by telephone on 03 4436 6202 during business hours, or the Council's After-Hours Animal Emergency Service outside of business hours on 0467 290 429.

4.3 Dies

In the event the animal dies, the Foster Carer must immediately report to BARC by telephone on 03 4436 6202 during business trading hours, or the Operations Manager outside of business hours on the number provided.

5. BARC's obligations

- 5.1 The animal will only be released to the Foster Carer upon BARC conducting an assessment of the animal having acceptable health and temperament suitable for socialisation with humans.
- 5.2 All animals over the age of three (3) months will be released into foster care with a registered microchip;
- 5.3 BARC will provide the Foster Carer with a Foster Care Plan containing instructions on behavioural and/or health requirements.
- 5.4 In the event the animal becomes sick or injured, BARC will pay any reasonable expenses associated with the assessment and treatment of the animal.
- 5.5 In the event of an emergency as specified in clause 2.11(e), BARC will pay any reasonable expenses associated with any emergency assessment and/or treatment by a qualified veterinarian,
- 5.6 BARC will provide the Foster Carer with a contact telephone number to call in an emergency situation relating to the care of the animal or the ability of the Foster Carer to provide foster care to the animal.

6. Risk and Release

6.1 Risk

- (a) The Foster Carer acknowledges and agrees that whilst all reasonable endeavours have been undertaken by BARC to assess the animal for temperament, the animal's behaviour may be unpredictable;
- (b) The Foster Carer acknowledges and agrees to exercise reasonable caution at all times when handling the animal; and
- (c) The Foster Carer acknowledges and agrees to care for the animal at the Foster Carer's sole risk.

6.2 Release

The Foster Carer unconditionally releases and indemnifies BARC to the full extent permitted by law from all loss which may arise in respect of any accident, damage, injury or death to any person and/or property as a result of or in connection with the animal whilst the animal is in the care of the Foster Carer.



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7. Confidentiality

- 7.1 The contents of this Agreement and any other information provided by BARC to the Foster Carer and marked as 'confidential' must not be disclosed by the Foster Carer to any person without the prior consent of BARC.
- 7.2 This clause continues notwithstanding the determination or the earlier termination of this Agreement.

8. Termination

- 8.1 If for any reason the Foster Carer is unable to continue to care for the animal, the Foster Carer must contact BARC as soon as possible by the contact method specified in the Foster Care Plan.
- 8.2 The Foster Carer will return the animal to BARC if other members of their household impact on the safety and care of the animal, or if the animal impacts the safety and care of another member of the household.
- 8.3 In the event of any material breach of the terms contained herein, BARC at its sole discretion may terminate this agreement.
- 8.4 Any items provided to the Foster Carer by BARC to care for the animal continue to remain the property of BARC and must be returned at the conclusion of this Agreement or when requested by BARC.
- 8.5 Upon termination of this agreement, the Foster Carer must return the animal to BARC as soon as practicable.
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