

**CALVERT WAYS PET SITTING
HOUSE SITTING CONTRACT**

*CalvertWaysPetSitting.com * Contact via Email info@CalvertWaysPetSitting.com or Telephone 804-761-3628*

Customer Name: _____

Customer Address: _____

Customer Home #: _____ **Customer Cell #:** _____

Customer Work #: _____ **Customer Email:** _____

Emergency Contact Name & #: _____

Emergency Contact Back-Up Name & #: _____

Back-Up Key: Yes ____ **No** ____ **Where/With Whom:** _____

Services Requested Instructions:

Trash Receptacles _____

Mail and Paper _____

Plant Care _____

Lights

Radio and/or TV _____

Draperies and/or Shades _____

Dusting _____

Lawn Care _____

Lawn Equipment _____

Snow Removal _____

Other

Special Instructions: _____

Key Required: Yes ____ **No** ____ **If Yes, Key Pick-Up and Return Instructions:**

Take at "Get Acquainted" Meeting ____ **Pick-Up (Extra Visit Fee)** ____ **Other** _____

Keep for future assignments ____ **Return (Extra Visit Fee)** ____ **Other** _____

Start Date: _____ **Stop Date:** _____ **Visits Per Day:** ____ * **AM** ____ **PM** ____

Terms of Contract:

1. Full Payment Due In Advance. Cash preferred but will accept Check or Money Order.
2. Mileage fee, if applicable, fluctuates with gas price. Any fee increases will be advised in advance of service performed.
3. A \$35.00 fee will be charged for a returned or stop payment check. A 10% late fee will be charged for all fees unpaid exceeding 30 days of last visit. Should collection become necessary, customer agrees to pay all associated costs and losses incurred due to legal action.
4. Early Return: There are no refunds if you return early, as space has been reserved and blocked for you. Standard fee will still apply if Calvert Ways arrives at your house, but is turned away.
5. Delayed Return: Original contract terms will apply. We must be notified at least 48 hours before the end of contract term or one additional standard visit will be charged along with the additional visit fees. Payment is due immediately upon return.
6. Cancellation: Full refund for services not yet rendered will apply only if cancelled not less than Two Weeks, via email or regular mail, prior to the service requested. If notice is not received in a timely manner, service scheduled within that Two Week time span will be billed same as if performed whereas space was reserved and blocked for you. If applicable, key pick up is non-refundable and key return fee will be charged unless we store your key for future services.
7. Calvert Ways will not be held liable for plant replacement.
8. If you authorize other individuals to access your property while you are away from home, Calvert Ways is NOT responsible for any loss, financial or otherwise, resulting from any incident.
9. Calvert Ways agrees to provide the services stated in this contract in a reliable, caring and trustworthy manner. The customer waives and relinquishes all claims against Calvert Ways except for willful misconduct or negligence not to exceed \$500.00.

10. In case of sudden illness or personal emergency, the customer authorizes another qualified person to fulfill the responsibilities of this contract at it's discretion.
11. In the event of inclement weather or natural disaster, Calvert Ways is authorized to use best judgement in caring for your home. Calvert Ways will be held harmless for consequences resulting from such decisions.
12. Calvert Ways will not be held liable for damages caused by circumstances beyond our control, ie. acts of God, human action, etc.
13. Customer authorizes Calvert Ways to accept email or telephone reservations and enter premises without additional signed contracts or written authorization for future services of any purpose until superseded by a new written contract.
14. Safety is a prime concern. We carefully guard your keys, codes, personal information and lock all doors upon entering and exiting your home. We will not hide, use hidden keys nor rely only on garage door openers unless agreed to, in advance, by both parties at the customers liability.
15. Calvert Ways respects your privacy and will Not use your information for references without your permission. All information supplied will be held strictly confidential. We will Not sell, share or rent your email, home address or your telephone numbers and will be used strictly to provide the best care possible for your home.

I understand and agree to the terms of this contract and authorize Calvert Ways to perform the above duties. I declare that the information is correct and complete to the best of my knowledge and belief.

Authorized by: _____ **Date:** _____

Witnessed by Calvert Ways: _____ **Date:** _____