

Pet Rules and Regulations

SECTION 1

Definition, Limitation of Type, Size and Number

1. **Common household pets** shall be defined as and restricted to cats, dogs, birds, and fish. Reptiles, rodents, rabbits, or any other animal will not be considered as a “common household pet.”
2. Each household is limited to one acceptable, common household pet. A tank or bowl of fish is considered one pet. There are no limitations on the size, type, or number of fish permitted other than the restriction that they must be contained in a tank holding no more than ten (10) gallons of water.
3. Dogs must be of a type/breed that will weigh no more than twenty (20) pounds and measure no more than fourteen (14) inches in height when full grown.

SECTION 2

Initial Requirements

1. Before permission for pet ownership will be granted, the following requirements must be met and evidence of the same submitted to the landlord along with a pet application form. A pet verification form must be completed by a practicing veterinarian currently licensed to practice in the state of Iowa.
 - a. All pets must be in good health to be considered acceptable.
 - b. Dogs and cats must be neutered or spayed.
 - c. Cats must have front paws declawed.
 - d. Dogs and cats must be properly vaccinated and licensed.
 - e. Birds must be vaccinated for applicable diseases.
2. Dogs and cats must wear flea collars at all times. Name tags (pet name and owner name) along with applicable licensing tags must be affixed to the collar for identification purposes.

SECTION 3

Annual Requirements

1. Once initial permission has been granted for pet ownership, pets must be examined and properly evaluated and or treated by a licensed veterinarian at least once a year. Each time the pet is examined, a verification form must be completed by the veterinarian and submitted to the landlord.

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2. The landlord reserves the right to request that a pet immediately be examined by a veterinarian if it is brought to the attention of management, and/or if it is the opinion of management that the pet may constitute a threat to the health and safety of either the pet owner(s) or any other person(s) on the premises. Management makes no representations that they are experts in being able to properly evaluate the health of any pet. Management, therefore, assumes no responsibility or further liability for any error in judgment. It shall be noted that it is the responsibility of the pet owner, *not management*, to continually monitor the health of the pet and see that the pet is in good health at all times.

SECTION 4

Confinement/Control of Pet

1. Birds must be kept in cages at all times and not allowed to fly freely within the apartment or house.
2. Cats and dogs must be kept on a leash and under the constant supervision and control of the owner when outside the unit. No cat or dog can be staked or left alone outside at any time.
3. No pet will be allowed in the common areas, if applicable, such as a laundry area, at any time. Common entry ways and interior hallways may only be used while owners are entering or exiting the building with pets.
4. The control of the pet is the sole responsibility and liability of the pet owner. Should the owner fail to keep the pet under control, management will issue the owner either a written warning or demand the owner remove the pet from the premises immediately. Management's action will be based on the severity of the infraction and/or the number of times the owner has been warned of minor violations.
5. Pet owners must be present in the unit for scheduled routine inspections and scheduled pest control spraying. Management cannot be expected to do non-emergency service work on a timely basis if the pet owner is not available and present in the unit when the management has scheduled routine maintenance.
6. Pets must not be allowed to disturb the quiet, peaceful enjoyment of others living at or near the premises.
7. Dogs may not be left alone and unattended in the owner's unit for more than a two (2) hour period unless previous arrangements have been made with another individual to be available to care for and control the pet if it becomes necessary. The name and telephone number of the designated pet sitter must be provided to the management, and the pet sitter must have keys to gain access to the unit should it be required.
8. Residents will not be allowed at any time to pet sit pets owned by non-residents. Guests of residents may not bring pets on the premises under any circumstances.

SECTION 5

Daily Care of Pet

1. All pet food must be stored in airtight containers to prevent pest control problems.
2. Feeding containers must be cleaned regularly.
3. Cat litter boxes must be emptied, cleaned, deodorized and changed regularly to prevent odor in the unit. Litter boxes must be kept on tile floors and not placed on carpeted areas. Cat litter must be put in a tied, heavy duty plastic trash bag before placing in dumpster.

- 4. Bird cages must be cleaned thoroughly on a regular basis.
- 5. Dogs must not be allowed to urinate on plantings and shrubs. All pet waste must be picked up immediately by the pet owner and properly disposed of in a tied plastic trash bag, which is then placed in the dumpster.
- 6. Animals must be kept properly bathed and clean, and kept free of fleas, ticks, and other pests.
- 4. Pet owners must be capable of properly caring for the pet. A release form indicating a designated alternate caregiver must be submitted by the pet owner to management prior to issuance of the pet approval form. The alternate caregiver should be available immediately should the need arise.

SECTION 6

Damages and Pet Deposit

- 1. Pet owners are responsible for all damages done to any dwelling unit and/or any part of the premises (interior or exterior) by their pet. The pet owner agrees to make all necessary repairs and correct all damage to the satisfaction of management or pay management to make the repairs within fourteen (14) days from the date of notification of required action. If damage is of an emergency nature, management will perform the work immediately and bill the owner accordingly. *At any time* the management can revoke permission for pet ownership in order to prevent further damage to the property.
- 2. A pet deposit must be submitted with the pet application before approval is granted. The deposit will be held as long as the pet remains in the unit or until the unit is vacated and has been inspected for damages.

Pet Deposit Requirements:	Dog/Cat	\$ _____
	Bird/Fish	\$ _____

SECTION 7

Insurance Requirements

- 1. Pet owners must provide proof of liability and personal property insurance for damage, which might result directly or incidentally as a result of actions of the pet.

Pet Rules and Regulations

Resident _____

Address _____

_____ **I have read and fully understand the rules, regulations and requirements for pet ownership and I agree to abide by these conditions accordingly.**

I grant full authority to the Alternate Caregiver listed below to act on my behalf to immediately care for my pet if required and/or to determine what action is appropriate and in the best interest of my pet should I become incapable of properly caring for my pet, or should I be incapable or unavailable to make such a decision when and if it becomes necessary. I understand that if the individual listed below cannot be reached by management or fails to act accordingly when required, management will contact the local Humane Society and they will proceed to act in the pet's best interest.

Name of Alternate Caregiver _____

Address _____

Telephone Number _____

I understand the authority given to me by _____ in the above statement, and I agree to accept responsibility for the pet if it becomes necessary.

Alternate Caregiver

Signature _____ Date _____

_____ **I do not have a pet at this time. I realize it is my responsibility to complete the necessary paperwork and obtain written authorization prior to bringing a pet into my apartment.**

Resident _____

Date _____

Resident _____

Date _____

Landlord _____

Date _____

Pet Application

Resident _____

Address _____

Type of Pet

_____ Dog

_____ Cat

_____ Bird

_____ Fish (Size of Tank _____)

Attach Current Photo Of Pet In This Space

Breed _____

Name of Pet _____

Height _____

Approximate Age _____

Weight _____

Traits, Characteristics, Forms of Behavior to be

Color/Markings _____

Used For Identification: _____

License # _____

Forms Attached:

_____ Veterinarian Verification Form

_____ Copy of Current License

_____ Pet Deposit

_____ Proof of Liability Insurance

_____ Alternate Caregiver Form

_____ Signed Pet Rules/Regulations

I understand and agree to accept and abide by the Pet Rules and Regulations if my pet meets the applicable requirements and I am given permission for pet ownership.

Resident _____ Date _____

Companion Animal Request Verification

Tenant _____

Address _____

TO: _____

Soc. Sec. or ID #: _____

Date _____

To comply with federal regulations, we would like to verify the need for a companion animal for the above tenant. Our lease prohibits households from keeping animals of any kind at the site. However, if an individual with disabilities requests permission to keep an animal at the site, we must consider the request. We must verify that the individual qualifies as "disabled" under federal law and requires the animal in order to have an equal opportunity to use and enjoy the site.

We ask your cooperation in completing and returning this form as soon as possible. If you have any questions regarding this procedure please call _____.

Thank you for your assistance,

Landlord

YOU DO NOT HAVE TO SIGN THIS FORM IF EITHER THE REQUESTING ORGANIZATION OR THE ORGANIZATION SUPPLYING THE INFORMATION IS LEFT BLANK.

RELEASE: I hereby authorize the release of the requested information. Information obtained under this consent is limited to information that is no older than 12 months. There are circumstances which would require the owner to verify information that is up to 5 years old, which would be authorized by me on a separate consent attached to a copy of this consent.

Signature _____ Date _____

INFORMATION REQUESTED.

Is the household member disabled as defined below? Yes _____ No _____

Definition of Disabled: Under federal law, an individual is disabled if he/she has a physical or mental impairment that substantially limits one or more major life activities, has a record of such an impairment, or is regarded as having such an impairment.

The term physical or mental impairment includes, but is not limited to such diseases and conditions as orthopedic, visual, speech, and hearing impairments, cerebral palsy, autism, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, Human Immunodeficiency Virus infection, mental retardation, emotional illness, drug addiction and alcoholism. This definition doesn't include any individual who is a drug addict and is currently using illegal drugs or an alcoholic who poses a direct threat to property or safety because of alcohol use (24 CFR Part 8.3, and HUD Handbook 4350.3, Exhibit 2-21).

In your professional opinion, does this person need to keep an animal at the site to have the same opportunity that a non-disabled person has to use and enjoy the site? Yes _____ No _____

Signature _____ Title _____

Phone _____ Date _____