

CAMERON COUNTY PUBLIC HEALTH

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Health Administrator



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Health Authority

501(c)(3) ANIMAL RESCUE ORGANIZATION ADOPTION PROGRAM APPLICATION INSTRUCTIONS

All 501(c)(3) Animal Rescue Organizations wishing to adopt animals from the Cameron County Animal Shelter must first apply with the Animal Control Program of the Cameron County Public Health Environmental Health Program. The requirements for a 501(c)(3) Animal Rescue Organization are as follows:

- The Animal Rescue Organization must completely fill out the application and it is to be signed by two (2) officers of the organization.
- Provide proof they are an officer of the Animal Rescue Organization.
- Provide a copy of IRS paperwork showing they are a 501(c)(3).
- Designate two members that will conduct all adoptions, providing all required information in the application.

Once the ACO Program has received the application, it will be reviewed for proper documentation and completion. Notification will be sent of approved adopter, or that the application was incomplete or the 501(c)(3) status cannot be confirmed and the organization may not qualify.

501(c)(3) ANIMAL RESCUE ORGANIZATION ADOPTION PROGRAM APPLICATION FORM

The Adoption Process

- On the animal's evaluation date your representative can request the animal under the Program's 501(c)(3) Animal Rescue Organization Adoption Program.
- Animals that are a danger to the public will not be adopted as allowed by law.
- The adoption will be completed with the Program's staff at the time of the request.
- Provide the location that each animal being adopted is going to be housed at the time of the adoption.
- Complete the *Animal Rescue Organization Animal Intake and Release Form* and the *Cameron County Animal Shelter Sterilization Agreement*.
- The animal shall be picked up by the 501(c)(3) Animal Rescue Organization on the date of the adoption.
- The 501(c)(3) Animal Rescue Organization shall ensure that the animal gets vaccinated against rabies, receives its first set of inoculation shots, and is spayed or neutered by a licensed veterinarian.
- The 501(c)(3) Animal Rescue Organization shall submit written confirmation signed by the veterinarian who performed the sterilization. Failure to alter the animal will result in the 501(c)(3) Animal Rescue Organization being excluded from adopting animals through the Program's 501(c)(3) Animal Rescue Organization Adoption Program for a period of twelve months.

Does your organization wish to be on the public list of 501(c)(3) Animal Rescue Organizations available to our customers? Yes No

Organization understands that an animal welfare official has the right to inspect and/or visit the foster/kennel location(s) unannounced at reasonable times. Organization certifies that all information provided is true, complete, and correct. Organization will assure the humane treatment of all animals released to it or our designee and agree to remain in compliance with local and state laws as they pertain to code compliance and humane animal care.

Further, Organization agrees to assume any and all risks of injuries, permanent or partial disability, or death and damages caused by these animals.

Organization hereby releases, waives, discharges and relinquishes Cameron County and their officers, employees, and agents from any liability, loss, damage, claim, demand, or cause of action against them attributable to the actions of these animals.

Organization agrees to hold harmless and to indemnify Cameron County and their officers, employees, and agents from any loss or claim (including reasonable attorneys' fees) in connection with the actions of the animal and to defend any claims or actions against Cameron County and their officers, employees, and agents which may arise out of the actions of this animal.

**501(c)(3) ANIMAL RESCUE ORGANIZATION ADOPTION PROGRAM
APPLICATION FORM**

Organization Name: _____
("Organization")

501 (c)(3) ID#: _____
(attach copy)

Address: _____ City: _____ State: _____ Zip: _____

Telephone #: _____ Fax #: _____
Website: _____

Primary Contact Person: _____ Email: _____

Type of Animals Under Jurisdiction of Organization

Species/Breeds: _____

Kennel Address (where animals are housed, if different from above)

Address: _____ City: _____ State: _____ Zip: _____

Total # of Runs Indoor: _____ Outdoor: _____ Covered: _____
Uncovered: _____

How many animals are currently housed at this location: _____.

How many animals are currently housed in foster homes: _____.

How many animals are currently at other locations: _____

Specify: _____

Do you have a kennel permit to house multiple animals at this location? Yes No

If yes, what agency, city or county issued the permit?

Permit number: _____ Expiration date: _____/_____/200__ (attach copy of permit)

Do you use Foster homes: Yes No

If yes, list names, addresses, phone number and number of animals at each location on supplemental "Foster Home(s) / Other Housing" form.

Veterinarian Used for Animal Care

Name: _____ Clinic: _____

Address: _____ City: _____ Zip: _____

Telephone #: _____ FAX #: _____

Authorized Adopters (must show valid picture ID at pickup)

1. Name: _____ Drivers License/ID _____

Address: _____ City: _____ Zip: _____

Telephone #: _____

2. Name: _____ Drivers License/ID _____

Address: _____ City: _____ Zip: _____

Telephone #: _____

**501(c)(3) ANIMAL RESCUE ORGANIZATION ADOPTION PROGRAM
APPLICATION FORM**

IMPORTANT: THIS DOCUMENT RELIEVES CAMERON COUNTY, AND THEIR OFFICERS, EMPLOYEES AND AGENTS FROM LIABILITY FROM PERSONAL INJURY, WRONGFUL DEATH, AND PROPERTY DAMAGE CAUSED BY THIS ANIMAL. I HAVE READ THIS DOCUMENT, UNDERSTAND IT, AND SIGN VOLUNTARILY.

Date: _____

(Signature)

(Print Name)

(Title)

Date: _____

(Signature)

(Print Name)

(Title)

Date Received:	Control #:	Date Reviewed:
Reviewed by:		
501c3 Received:		Reference Check Completed:
Property Inspection Completed:		Results:

For office use only

**501(c)(3) ANIMAL RESCUE ORGANIZATION ADOPTION PROGRAM
APPLICATION FORM
SUPPLEMENTAL**

Foster Home(s)/ Other Housing

NAME	STREET ADDRESS	CITY	PHONE	NUMBER OF ANIMALS

OFFICE USE ONLY