

Adoption Process for Foster Homes

(Updated 10/3/2023)

Receiving applications and setting up the Meet & Greet

- An Application Manager will receive the adoption application(s) for your foster animal. They will send the application(s) to you to review.
- You are welcome to reach out to more than one applicant at a time, we just ask that you are honest with all applicants that you are speaking with multiple people to ensure no one gets their hopes up for adoption if they are not selected. Please refer to the Conversation Guide to help you get started.

Doing the Meet and Greet

- If the applicant wants to proceed with a meet and greet, please schedule that meet and greet and decide at your discretion on who should all be at the meeting. It is not required that everyone is in attendance if you are comfortable proceeding without all family members.
- If your dog is fully vetted, you may do an in-person meet and greet at the same time as the adoption as long as adoption paperwork has been sent out ahead of time (please see note below about adoption paperwork being sent out).
- If after speaking more with the applicant your foster is not the right fit for what they are looking for, please let the Application Manager know so they can notify the applicant. Be prepared to explain why you do not feel comfortable moving forward to the Application Manager.
- When you meet in person for the meet and greet or pick up/drop off, you do not need to meet at your home. Ruff Start Rescue wants to make sure everyone feels safe, so if you would prefer to meet in a neutral location, that is just fine.

Finalizing Adoption

- Once you and the applicant speak more and decide it's a good fit for both them and your foster, please let your Application Manager know. The Application Manager will get in touch and work on the next steps. Please let the Application Managers know when your foster will be getting adopted. Males can go home 24 hours after neuter surgery and females 48 hours after their spay as long as they are recovering well.
- We do need at least 24 hours' notice in order to send adoption instructions. Please let us know by Friday if you are planning for your foster animal to be adopted over the weekend. If you need adoption assistance over the weekend please email applications@ruffstartrescue.org and an on-call Application Manager should get in touch with you shortly. If you are planning a same-day adoption during the M&G, please ensure that you have notified your Application Manager ahead of time so they can send adoption paperwork prior.

- When you notify the Application Manager that you are moving forward with the adoption, they will send the applicant adoption instructions via email to the adopter and will cc you on the email. This is sent a day or two before the adoption/take home date.
- Once the adoption agreement is completed and payment has been received, the application manager will send you another email confirming that your foster is able to go to their new home.
- Every time you have a successful meet and greet that leads to an adoption or meet up with the new family and handoff the animal at a PetSmart location, we get money from Petsmart Charities! The adoptive family also gets some great coupons and offers from Petsmart. All you have to do is ask a manager for the store iPad and follow the given instructions. We should be entered into all local PetSmarts, but in case you ever need it, our rescue ID is 8224.
- If you received an Adoption folder for your foster animal, please bring it with you to the adoption. Bring your foster animal, any particular item that you feel they would like to have (such as a certain stuffed animal, blanket or toy), and a Ziploc with 2 to 3 cups of their current food for an easy transition to their new food with no upset tummies. Make sure your foster dog has a well fitted collar and/or harness with a secure leash. If the adopter brings a leash, please attach their leash before removing your leash. Encourage adopters to bring a crate to transport their new animal home for safety purposes.
- Let them know that the animal has been microchipped. The information will be transferred to them approximately two weeks post-adoption. The contact information that will be used is the information from their initial application. Let them know they will receive vet records via email approximately one week post-adoption (remind them to check their spam folder).
- If they have any further questions, instruct them to contact Ruff Start Rescue via email (info@ruffstartrescue.org) or phone.
- We encourage you to check in with adopters 48-72 hours after adoption to see how the recently adopted animal is doing! This gives adopters a chance to discuss potential concerns so we can assist them if necessary. If they don't respond, they may just be enjoying their new family member so please respect their privacy.