DEPARTMENT OF THE NAVY
COMMANDER, U.S. NAVAL ACTIVITIES, SPAIN
AND
COMMANDING OFFICER
U.S. NAVAL STATION, ROTA, SPAIN
PSC 819 BOX 1
FPO AE 09645-0001

COMNAVACTSPAININST 10570.1J
N2
06 FEB 2007

COMNAVACTSPAIN, INSTRUCTION 10570.1J

Subj: ANIMAL REGISTRATION CONTROL/PREVENTION AND CONTROL OF RABIES

Ref: (a) SECNAVINST 6401.1 (series)
(b) Spanish Royal Decree 287/2002 of 22 March 02

Encl: (1) Pet Registration Form
(2) Violation of Pet Control Regulation Form
(3) Owner Responsibility Acknowledgement Form
(4) Animal Complaint Form
(5) Impoundment Release Form
(6) Adoption Program Entry Form
(7) Adoption Contract

1. Purpose. To establish policies and procedures concerning the possession and control of animals maintained by military and civilian personnel in Spain who fall under the cognizance of Commander, U.S. Naval Activities, Spain (COMNAVACTSPAIN). To establish policies that will prevent and control communicable diseases among animals and those transmitted to humans, including rabies, as well as other measures necessary to protect the health and safety of personnel and animals at this installation. This regulation is punitive and military violators are subject to Articles 92 and 134 of the Uniform Code of Military Justice (UCMJ). DOD civilians and dependents that violate this instruction may be subject to administrative measures.

2. Cancellation. COMNAVACTSPAININST 10570.1H.

3. Applicability. This instruction applies to all personnel under the cognizance of COMNAVACTSPAIN. Additionally, procedures covered in this instruction apply to all animals cared for and/or maintained onboard Naval Station, Rota (NAVSTA Rota). All animal incidents shall be handled per these guidelines, regardless if the incident occurs on or off NAVSTA Rota.

4. Background.

a. All animals imported into Spain or acquired in any manner by military members, DOD civilians, or dependents thereof, are included within the meaning of this directive. Persons who abandon and/or abuse an animal on or off the installation are subject to disciplinary action. The privilege of maintaining a privately owned animal on this installation or in the local community is dependent upon its continuing ability to live harmoniously within the community. The Commanding Officer (CO) may withdraw this privilege when the animal's continued presence constitutes a threat to the health or safety of personnel and/or other animals, or where the animal is determined to be a public nuisance.

b. In order to prevent or reduce incidences of disease among domestic animals and to minimize the exposure of humans to rabies and other zoonotic diseases, certain preventive measures are necessary. Recognized effective measures include: registration, certain restrictions on ownership and maintenance, appropriate immunizations, examination/quarantine of biting animals, specific diagnostic tests and treatment for communicable disease conditions.

c. Rabies, a disease fatal to humans, is transmitted by bites received from infected animals. The grave consequences of untreated human rabies make it necessary to take prompt action to locate and quarantine animals involved in bite incidents and to provide appropriate treatment to animal bite victims.

5. Definitions:

a. Stray. Any animal not confined by a physical structure, or leash/tether.

b. Impoundment. Confinement to a designated facility so that positive control is maintained.

c. Quarantine. Isolated detention for veterinary observation of any animal suspected of being infected with rabies or any other disease that may be transmitted to humans.

d. Disposition. Final actions taken with an animal (i.e. returned to owner, made available for adoption, euthanized, etc.).

e. Abuse. Infliction of unwarranted physical harm to, or the failure to provide adequate housing, food, water, or medical care of an animal.

f. Commercial purpose. Any animal bred with the intent to make a profit (refer to Para. 9.g.).

g. Potentially dangerous dogs: Per reference (c), the following types of dogs are defined as potentially dangerous:

(1) Pit Bull Terrier; Staffordshire Bull Terrier; American Staffordshire Terrier; Rottweiler; Dogo Argentino; Fila Brasileiro; Tosa Inu; Akita Inu; and any animal that may present an unreasonable risk to human safety.

(2) Any other dog that demonstrates an aggressive character, or has been involved in an attack against people or other animals, and is designated as potentially dangerous by COMNAVACTSPAIN, NAVSTA Veterinarian, Security Officer, or appropriate Spanish Government officials.

6. Action:

a. The Security Officer, NAVSTA Rota, shall:

(1) Advise the CO of any serious animal problem.

(2) Apprehend and impound all stray animals, attempt to identify the owners of the stray animal(s) by microchip identification and/or registration tags. If the owner is found, ascertain how the animal escaped the control of the owner, and determine if the owner was negligent and whether additional action is warranted.

(3) Assist Veterinary Services as necessary to apprehend animals involved in bite/scratch incidents, inform owners of their responsibilities to have their animal quarantined at home or at the Security kennels as deemed appropriate by the veterinarian and to contact Veterinary Services for instructions as soon as possible during normal working hours. If the animal is aggressive and/or displaying clinical neurological signs consistent with rabies, and Security is unable to contact Veterinary Services, Security will quarantine the animal at Security Kennels, and ensure that an Incident Complaint Report (ICR) is completed.

(4) Notify Veterinary Services immediately if a quarantined animal becomes ill, dies, or escapes.

(5) Investigate complaints involving animals and all violations of this instruction.

(6) Apprehend and deliver to the Security Kennels all privately owned animals which are a continuing nuisance to the community. Ensure that an Incident Complaint Report is completed. The owner of the animal must then obtain authorization from the Security Officer before the impounded animal is released. In such cases, the Security Officer shall not release the animal until he has consulted with the SJA or the XO.

(7) Initiate recommendations to the CO for removal of animals or owners from government quarters when violations of this regulation merit such actions. Recommendations should receive input from Veterinary Services and any other appropriate staff section(s).

(8) Maintain a stray animal impoundment/rabies quarantine facility.

(9) Use enclosure (2) in order to document violations of this regulation and to provide notice to the pet owner.

(10) Ensure all personnel working at the Security Kennels have received Rabies Vaccinations.

b. The CO, U.S. Naval Hospital, Rota, Spain shall:

(1) Appoint a Rabies Advisory Board to investigate animal bite incidents.

(2) Conduct accepted medical management of all animal bite and non-bite wounds (scratches, abrasions, or open wound exposure) involving humans.

(3) Initiate a Bite Report and send it to Veterinary Services.

c. Veterinary Services shall:

(1) Serve as technical adviser to the CO, NAVSTA ROTA, Security Officer, and CO, U.S. Naval Hospital, Rota, Spain on all veterinary matters.

(2) Maintain an animal registration program using enclosure (1) as a basic registration form.

(3) Coordinate with U.S. animal owners and/or Security for the examination and application of quarantine measures of all privately owned or stray animals involved in bite incidents. Quarantine will be ten days and will be at the Security Kennels or at home, as deemed appropriate by the veterinarian.

(4) Coordinate with Security the examination and application of quarantine measures by Spanish Officials of biting animals owned by Spanish nationals examined and quarantined by Spanish Officials if the owner will not consent to bring said animal to NAVSTA Rota for examination and quarantine.

(5) Prepare animal specimen for shipment for rabies diagnosis when required.

(6) Make appropriate recommendations to the attending physician and Rabies Advisory Board regarding rabies risk in animal bite cases.

(7) Provide rabies immunization and microchip identification implantation, at owner's expense, for dogs and cats belonging to members of the force, civilian component, and their dependents thereof.

(8) Coordinate on-base animal control activities with Security Department.

(9) Provide a humane euthanasia service to assist in controlling diseases and animal populations.

(10) Autopsy animals, which are euthanized or die on the installation, when deemed appropriate.

(11) Make appropriate recommendations to the CO, NAVSTA Rota when an animal poses a medical threat to the health of the installation.

(12) Perform a sanitation inspection of all on-base animal facilities a minimum of once quarterly and forward a copy of the inspection report to the responsible agency.

d. Members of the force and civilian components shall:

(1) Register animals with Veterinary Services, Bldg. 1863, within 15 days of arrival with, or procurement of, said animals. A current rabies vaccination certificate must be presented when each animal is registered. Pets will be inoculated annually or as veterinary guidelines recommend.

(2) Acquire a microchip identification implant for each pet or provide proof at the time of registration that each pet has received the implant. Implants will be performed by Veterinary Services, at owner's expense, and will be required:

(a) Within 30 days of registration, or

(b) At time of first rabies vaccination, or

(c) At annual vaccination, as determined by Veterinary Services. A registration tag will also be issued and must be affixed to the animal's collar or harness as proof of rabies vaccination.

(3) Control animals at all times to prevent them from becoming a nuisance or menace to other persons, animals, or property on this installation. A nuisance is defined as "that which causes trouble, annoyance (prolonged barking or howling), or damage to private or public property." All animals will be controlled to prevent them from biting or causing injury to people or other animals. In all cases, the individual walking a dog must weigh more than the animal and have the necessary physical strength to control the animal. In no case will an individual walk two dogs simultaneously unless: 1) they are physically capable of controlling both dogs simultaneously if either of the dogs were to become aggressive; and 2) the weight of the two dogs combined does not exceed that of the walker.

(4) Not permit dogs to run at-large outdoors. When outdoors, dogs shall be kept on-leash or confined in a fenced area from which they cannot escape. If animals are tethered or chained, they will be limited to a boundary not less than four feet from user right-of-ways (i.e. sidewalks, streets, etc.).

If an animal escapes, that could be considered as evidence that the fence or other restraint is not secure and that the owner has been negligent. A person harboring a guard-type dog or any other animal that represents a similar threat to the health of others in the quarters will restrain the animal with a secure fence if the animal is left unattended outside the owner's quarters. Additionally, no animals are allowed at public gatherings, e.g. schools, concerts, air shows, festivals, etc., except seeing-eye dogs and Military Working Dogs.

(5) Properly remove and dispose of any animal waste, particularly when walking an animal in public places.

(6) Assist any person to obtain medical care for injuries resulting from the actions of the animal.

(7) Ensure immediate delivery of the animal to Veterinary Services or Security Kennels when it has bitten or scratched an individual. The delivery of the animal to Veterinary Services shall be made no later than the close of business of the duty day following the incident. Such animals will be quarantined in a manner deemed appropriate by Veterinary Services for a period of ten days.

(8) Report immediately to the Security Kennels after having been notified that the animal has been impounded as a stray. The animal will only be released after a Impoundment Release Form (enclosure (5)) has been routed by the owner and applicable fees paid.

(9) Be responsible for clearing records of all pets registered in their name with Veterinary Services prior to checking out on PCS orders. If the animal is not scheduled to PCS, member must present written documentation identifying new owner and location of animal(s). The sale, donation, death, or any occurrence affecting possession of pets will be immediately reported to Veterinary Services. Pet owners will not be checked out until proper disposition of all registered animals is ascertained. Animals shall not be abandoned at NAVSTA Rota. Such action is a direct violation of this instruction and adequate justification for disciplinary action.

(10) All animal owners shall sign and acknowledge enclosure (3) when they register their pet with Veterinary Services.

(11) Members of the force and civilian component who own a potentially dangerous dog as defined in paragraph 5g shall comply with reference (c), the pertinent sections of which are incorporated in paragraph 11 below.

7. Animal Abuse or Neglect:

a. Suspected cases of abuse/neglect shall be reported to Security.

b. Veterinary Services shall assist the Security Officer in the investigation of animal abuse/neglect cases when a professional veterinary medical opinion is needed.

c. A letter of warning shall be sent by Security to the owner of an animal named in a complaint of abuse/neglect, requiring a reply from the owner as to the corrective action(s) taken.

d. Security will impound an abused/neglected animal, upon the recommendation of Veterinary Services, to the Security Kennels to prevent undue suffering pending a determination of the disposition of the animal.

e. The owner will dispose of the animal within 24 hours of receipt of a directive from COMNAVACTSPAIN.

8. Procedures in Animal Bite Cases:

a. Obtain the name and address of the owner of the animal, if possible. If it is unavailable, make note of the size, breed, color, sex, and condition of animal and whether collared, harnessed, or tagged.

b. After obtaining the above information, the bite victim will report to the U.S. Naval Hospital for treatment and completion of DD Form 2341, Report of Animal Bite-Potential Rabies Exposure.

c. Upon completion of treatment, the bite victim will report to the Security Department to initiate an Incident Complaint Report.

d. If the animal has been involved in two bite incidents in less than six months, the animal will be quarantined for the necessary period of time at the Security Kennels. Home quarantine will not be permitted. COMNAVACTSPAIN, may direct the owner of the animal to dispose of it, i.e., return the animal to the continental United States or have the animal euthanized. Either choice will be at the owner's expense. The animal will, in no case, be released to the owner without the permission of COMNAVACTSPAIN.

9. Types and Number of Animals Authorized:

a. Privately owned domestic animals such as dogs, cats, small caged animals (birds, mice, gerbils, hamsters, domestic rabbits, and guinea pigs), and aquarium fish are authorized to be maintained on the installations within the restrictions established.

b. Sylvatic (wild) animals (i.e. skunks, foxes, raccoons, snakes, wild rabbits, ferrets, wolf hybrids, etc.) and any exotic animals such as monkeys or other animals normally restricted to zoo-type confinements are not permitted as pets on this installation.

c. Livestock (domestic farm animals, including poultry) are not allowed on the installation as individually owned animals.

d. Dogs and cats in family quarters. Individuals are authorized a maximum of two animals, in any combination, per family quarters. Ownership or maintenance of more than two animals (caged birds, small mammals and fish) are authorized if permanently contained in a cage or aquarium and do not damage housing facilities, disturb the quiet enjoyment in the community, create a health hazard or general nuisance. Litters, while not required to be registered when born, will be disposed of prior to 90 days of age or registered and maintained per the maximum animal limit specified in this paragraph.

e. BOQ/BEQ/Barracks. Only fish aquariums may be kept in berthing areas for unmarried personnel. No other animals are permitted.

f. The breeding or raising of privately owned animals on the installation for commercial purposes is prohibited.

g. Requests for exceptions to the above will be made in writing through the Security Officer, Veterinary Services and Housing Director (where appropriate) to COMNAVACTSPAIN.

h. Animals owned by Home Care Providers are required to have a yearly Health Certificate and exam to include a fecal exam for parasites and a heartworm check.

10. Security Kennels Policies:

a. All stray animals on NAVSTA Rota will be apprehended by Security and an attempt to identify the owner(s) of the stray animal(s) either by microchip IDs and/or registration tags will be conducted. If the animal does not possess a tag or microchip, or if the owner cannot be found, the animal will be delivered to the Security Kennels for impoundment.

b. Impounded animals will be held for a minimum of 5 working days in order to give owners sufficient time to claim them. Prior to obtaining their animal, the individual will be given an Impoundment Release Form (encl. (5) of COMNAVACTINST 10570.1 series) instructing them to report to security to pay a $25.00 impoundment fee (money order or bank check only) to the Animal Control Fund Manager who will sign their release letter and provide them with a receipt of payment. The Service Member must also have the letter signed by the Veterinary Services verifying the animal has a microchip and is up to date on all shots. If the animal does not have a microchip or needs shots the individual will have to obtain a receipt from the Veterinary Services which states that they have paid the fee for the microchip or shots.

c. After five working days of impoundment, unmarked stray animals become property of the security kennels and will either be euthanized or put up for adoption, as deemed appropriate by Security and Veterinary Services. Animals that have been abandoned by service members that have transferred from Rota, Spain will be euthanized or put up for adoption, as deemed appropriate by Security and Veterinary Services.

d. Animals that are considered to be a threat to the health or safety of personnel and/or other animals or where the animal is determined to be a public nuisance will be impounded. The animal's owner will obtain authorization from the Security Officer before the impounded animals will be released. These animals may still be adopted out if they do not pose a threat to the community, and if the owner authorizes adoption by stating on the DD Form 1745, "Adoption in Lieu of Euthanasia Authorized."

e. Owners who no longer wish to keep their animals may enter their pet into the Security Kennels adoption program, which requires a $100.00 fee, and a copy of the animal's heath records indicating current rabies vaccination and negative test for worms. Felines are also required to be tested for Feline Leukemia with negative results and receive a Feline Leukemia vaccine, or have proof of a Feline Leukemia vaccine up to date. Feline Leukemia vaccinations must be less than one year old. The animal will be held for 30 days. If the 30-day period elapses and adoption was not possible, the animal will be euthanized or reclaimed by their owner.

11. Potentially dangerous dogs: All members of the force or civilian component stationed in Spain who maintain a potentially dangerous dogs as defined in paragraph 5 above, regardless of whether they live on or off base, must comply with reference (c). The following rules summarize the pertinent requirements found in the Spanish law and lists the available resources available to comply with it.

a. License. All owners of potentially dangerous dogs must obtain a license for such an animal within 30 days of arriving in Spain or, for those already owning a qualifying animal, within 30 days of issuance of this instruction. Failure to obtain a license within the time prescribed will result in the impoundment of the animal and its potential destruction unless the member can show good cause why an extension of time is warranted. A license will be valid for a period of five years. Owners of potentially dangerous animals residing on base shall present a copy of their license to Security. In order to obtain a license, the applicant owner must complete the following requirements:

(1) The applicant must be over 18 years old.

(2) The applicant must not have been convicted of a crime or have been administratively sanctioned for past violations of reference (c).

(3) Have the requisite physical strength and psychological aptitude to control such an animal.

(4) Obtain civil liability insurance in the amount of 120,000 Euros.

b. Physical Fitness and Psychological Exams. These exams may be obtained at a Driver Medical Center off base. Medical Centers are located in Jerez, Sanlucar, Puerto de Santa María and Rota. The medical center in Puerto is located at 15 Aramburu Street, just across from Plaza el Castillo. There are two medical centers in Rota. One is located at Plaza Barroso (200 yards from the City Hall); the other is located at 54 Avenida Principe de España, just across from the Rota Hospital. Applicants must take one ID-size picture, Spanish ID card, and approximately 15 euros to pay for the physical fitness certificate. This fee may be revised without prior notice. It is mandatory to present the document in Spanish with one ID-size picture attached.

c. Security Measures. The following security measures are mandatory for all dog breeds listed in paragraph 5 above.

(1) Only the owner of the potentially dangerous dog may walk the animal in public spaces. The owner of a potentially dangerous dog must always carry the license when walking their dog in public areas.

(2) Only one person may walk one potentially dangerous dog at any one time. In addition, the person walking the potentially dangerous dog may not be walking any other dog at the same time.

(3) Potentially dangerous dogs must be firmly controlled by a fixed leash that is no longer than two meters (6.5 feet). Adjustable length leashes are not authorized for this type of animal.

(4) All potentially dangerous dogs must have a muzzle securely and appropriately fastened to their snout and mouth

such that the dog cannot bite. The inability to securely fasten a muzzle to the animal's mouth and snout will be evidence of owner negligence.

(5) Any potentially dangerous dog kept outdoors, such as a patio, yard, or terrace, must be tied unless they are maintained in a proper enclosure that ensures the animal cannot escape. Owners are warned that dogs maintained in base housing may, and have repeatedly in the past, escaped from backyard fences, especially if the household is not diligent in securing access gates to the yard.

(6) An owner who loses control of a potentially dangerous dog must contact base Security as soon as possible. In addition to contacting base Security, owners must contact the Official Municipal Registry within 48 hours.

d. Municipal Offices.

(1) Personnel residing in Rota or on base: Applicants must appear at Rota City Hall Registry Office and file an application for a dog ownership license indicating the dog's location and the use of the dog. The applicants must have their medical certificate, dog insurance certificate, criminal records certificate, two ID-size photos, photocopy of their identification card, copies of the animal's shot records and microchip implant, plus a sworn statement indicating the dog's location and the use of the dog.

(2) Personnel residing in El Puerto de Santa Maria: Applicants must appear at Oficina de Atención al ciudadano (Citizens' Assistance Office), located at Puerto City Hall. The Applicants must have their medical certificate, dog insurance certificate, criminal records certificate, two ID-size photos, and a photocopy of their identification card. If approved, the license will be available for pick-up within 15 days. When they retrieve their license, applicants must also produce copies of the animal's shot records and microchip implant and a sworn statement indicating the dog's location and the use of the dog.

(3) Personnel residing elsewhere shall contact Security to obtain the appropriate contact information.

e. Security, Interpreters Section, will assist applicants with procedures to obtain the criminal records certificate,

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writing the application in Spanish, and shall provide additional info for obtaining the Physical Fitness and Psychological Certificate from a Driver Medical Center off base, if requested.

12. Third person complaints: Complaints regarding animals shall be received by the Housing Department or Security Department using enclosure (4). All complaints shall be forwarded to the Security Department for action.

E. K. HAMPTON, Jr.

Distribution:
COMNAVACTSPAIN/NAVSTAROTAINST 5216.3 (series)
Lists I and II

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PET REGISTRATION FORM

Complete the attached form and deliver the form to the base Veterinary Clinic. Registration implies that you consent to pay for all fees and expenses established in the subject instruction. If you have any questions, please contact the Veterinary Clinic.

Owner Information

Name_____ Rank/Rate _____ Date _____

Command/Organization _____ PRD_____

Telephone: Home _____ Work_____

Email address _____

Current Residential Address (not FPO/APO):

_____

_____

_____

Pet Information

Type of pet _____

Shoulder Height _____ Weight_____ Color_____

Name _____ Breed _____ Sex _____

Microchip implanted on (date) _____

Other pertinent information _____

I hereby acknowledge that I have read COMNAVACTSPAININST 10570.1J and fully understand the contents thereof.

_____
Owner's signature

_____
Pet Registration Number

VIOLATION OF PET CONTROL REGULATION

Date: _____

PET AND OWNER INFORMATION

Name_____ Rank/Rate _____

Command/Organization _____

Pet Registration Number _____

VIOLATION

Date and time of incident _____

Location _____

Type: (circle all that apply)

1. Noise Offense #_____
2. Not registered / microchip / tagged Offense #_____
3. Uncontrolled Offense #_____
4. Bite / attack Offense #_____
5. Scratch Offense #_____
6. Failure to curb (clean feces) Offense #_____
7. Failure to maintain proper health inspections / immunizations Offense #_____ Offense #_____
8. Other _____ Offense #_____

_____

_____

NOTICE

Owner informed on _____

Owner response / reaction

_____

_____

_____

_____

PATROL OFFICER NAME / DATE

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ACKNOWLEDGEMENT OF PET OWNER'S RESPONSIBILITIES

I hereby acknowledge that I have read and understood COMNAVACTSPAININST 10570.1(series) in its entirety. I specifically understand that:

1. Owning a pet is a significant responsibility, and is a privilege, not a right. Therefore, I shall ensure that my pet is securely controlled at all times.
2. I understand that my animal will be leashed in public. (Does not apply to cats)
3. I understand that my animal will be properly secured when outdoors. (Does not apply to cats)
4. I acknowledge that I cannot allow my animal to run free on this installation. (Does not apply to cats)
5. I understand that I must implant a microchip in my pet and must register my pet with Veterinary Services.
6. I understand that I must ensure that my pet is properly immunized.
7. I understand that I must treat my pet humanely, and that I must provide it with sufficient food, water, and medical care.
8. I understand that I cannot enter into any commercial pet breeding business while in Spain, on or off base.
9. I understand that, if my pet is determined to be a threat to the safety of the installation or of Spain, I may be required to dispose of the animal at my expense.
10. If I own a "potentially dangerous dog" as defined in the instruction, I will comply with all aspects of Spanish law.
11. That COMNAVACTSPAININST 10570.1 is punitive in nature and I may be subject to disciplinary or administrative action for failing to abide by it.

_____ _____

SIGNATURE OF OWNER /DATE SIGNATURE OF WITNESS /DATE

ANIMAL COMPLAINT FORM			
COMPLAINANT INFORMATION			
NAME	COMMAND	TELEPHONE	DATE/TIME
COMPLAINT			
OWNER INFORMATION			
NAME	COMMAND	TELEPHONE	DATE/TIME
OFFICIAL RECEIVING COMPLAINT			
PRINT NAME	ORGNIZATION	SIGNATURE	

IMPOUND RELEASE FORM

Your pet was impounded on _____. Before the animal can be released you must go to security (Bldg # 3262) and pay a $25.00 impoundment fee, **money order or bank check only**, to the Animal Control Fund Manager (_____ext._____) who will sign this form below and give you a receipt. You must also have the base Veterinary Treatment Facility sign off that your pet is registered, has a microchip, or that you have deposited the microchip fee with veterinary services, and is up to date on all shots. Bring this form back with appropriate signatures and receipt in order to pick up your animal. If you have any questions, you can reach the Animal Control Petty Officer (_____) at ext. 2189.

I certify that the $25.00 non-refundable Impoundment Fee has been paid and that Security Department authorizes the release of this animal with the concurrence of the NAVSTA Veterinary Treatment Facility.

_____
Animal Control Fund Manager / Date

I certify that this animal is registered with NAVSTA Rota, has a microchip, and is up to date on all shots.

_____
Veterinary Treatment Facility / Date

_____
Microchip #

Note: Funds collected for Impoundment are used for maintenance of the facility i.e. food and other consumable supplies necessary for stray animal care.

ADOPTION PROGRAM ENTRY FORM

The Security Kennels Adoption Program will hold your cat or dog in an adoption status for up to 30 days. After 30 days the animal will either be euthanized or collected by its owner. To enter an animal into the adoption program, the service member must pay a non-refundable $100.00 fee, **money order or bank check only**, to the Animal Control Fund Manager. The $100.00 fee covers 30 days of care for the animal as well as euthanization and disposal costs. The Animal Control Fund Manager is _____ and can be found at Security in bldg # _____.

To enter the Adoption Program the animal must be registered with Veterinary Services and you must supply a copy of the animal's health record indicating they are up to date on all shots and have been microchiped. Veterinary Services are located next to the NEX Gas Station.

Bring this form, signed, with receipt and medical record, to the Security Kennels to enter you animal in the program. If you have any question you can reach the Animal Control Petty Officer, _____ at ext. 2189.

I, _____, pet owner, am responsible for my pet for the duration of the time it is at the Security Kennels. I agree to pay $100.00 upon dropping off my pet and it is understood that no extension will be granted beyond the 30 days allotted for placing it for adoption. If I do not collect my animal at the end of the 30 days it will be euthanized.

I understand that if my pet becomes ill I am responsible for medical costs incurred. The Animal Control Officer will contact me if this occurs. I am required to act immediately and failure to comply with this contract can result in punitive action as per COMNAVACTSPAIN 10570.1 series.

_____
Signature of pet owner / Date

I certify that a $100.00 Adoption Program Fee has been paid.

_____
Animal Control Fund Manager /Date

I certify that this animal is registered with NAVSTA Rota, has a microchip, and is up to date on all shots.

_____ _____ _____
Veterinary Treatment Facility Rep /Date Microchip #

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ADOPTION CONTRACT

I hereby acknowledge receiving from Security Kennels a Dog____, Cat_____

Sex_____ Recorded Name_____ Breed/Description_____

Age or D/B_____, which I agree to care for humanely and in accordance with the regulations of COMNAVACTSPAININST 10570.1 series. I am adopting this animal to be a pet, not a guard dog or mouser. I agree to try and move this pet with me to my next home. I further agree to transfer or establish this pet's medical record at the Base Veterinary Clinic within fifteen (15) days and have it registered/re-registered.

I agree to have this pet SPAYED/NUETERED within six (6) months (if not done already). There is a waiting list at the Base Veterinary Clinic, so plan ahead. I also agree to keep this pet up to date with yearly inoculations and all veterinary care needed.

Neither Security Kennels nor any other DOD agency will be held responsible for any accidents or injuries caused by an adopted pet.

I HAVE READ AND UNDERSTAND THIS CONTRACT AND AGREE TO ABIDE BY IT.
(Please Print)

Active Duty Member _____ Spouse_____

Duty Station _____ Work Phone _____

Home Address _____

Home Phone _____ PRD _____

_____ _____
Active Duty Member Signature, Date Security Kennels Officer, Date