



# Sonoma Community Animal Response Team

## EMERGENCY ANIMAL EVACUATION PACKET

Please read through this information carefully. Providing us with detailed and accurate information will enable us to provide you the highest level of service possible.

In this Packet, by page

1. Contact information
2. Instructions
3. Owner Intake Form
4. Animal Intake Form
5. Emergency Animal Shelter Animal Liability Release Form
6. Animal ID Card (for stall)
7. Animal Care Form (for stall)
8. Map of the Sonoma County Fairgrounds
9. Preparedness Check-List

## 24/7 ASSISTANCE:

- **Sonoma CART hotline (707) 861-0699**
- **Sonoma Sheriff (707) 565-2511**
- **Napa CART (707)-732-1555 [info@napacart.org](mailto:info@napacart.org)**

## Sonoma Community Animal Response Team

1415 Fulton Rd, Ste 205-415, Santa Rosa, CA

[www.sonomacart.org](http://www.sonomacart.org) | [www.facebook.com/sonomacart](https://www.facebook.com/sonomacart) **Hotline:** (707) 861-0699

## Sonoma County Animal Services Dog / Cat / Companion Animals:

1247 Century Ct, Santa Rosa, CA 95403 | (707) 565-7103 (open 8am-5:30pm)

## North Bay Animal Services Dog / Cat / Companion Animals:

840 Hopper St, Petaluma, CA 94952 | (707) 762-6227 (open 9am-6pm)



OFFICE ONLY	LAST _____	FIRST _____
	BARN/STALL/CAGE _____	DATE ADMITTED _____
	INCIDENT _____	SHELTER _____

**Sonoma County Horse Park** All Horses / Donkeys / Mules / Ponies (equids):

7600 Lakeville Hwy, Petaluma, CA 94954. Enter long driveway, turn right at Giant Steps, Left at KMC barn. Look for signs for Large Animal Evac / CART Intake. Main contact to text/call when enroute (707) 861-0699

**Petaluma Fairgrounds** Livestock / Goats / Sheep / Camelids:

100 Fairgrounds Drive, Petaluma, CA . Enter on Payan St.

**Finley Center** Human Shelters allowing Dog / Cat / Companion Animals:

2060 W College Ave, Santa Rosa, CA 95401

**Sonoma State University** Human Shelters allowing Dog / Cat / Companion Animals:

1801 E Cotati Ave, Rohnert Park, CA 94928

**Sonoma County Fairgrounds**

1350 Bennett Valley Road, Santa Rosa, CA | (707) 545-4200  
Contact information: Cliff Sanders.....(707) 529-8464



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## EMERGENCY SHELTERING OF ANIMALS

**Instructions:** When entering an emergency animal shelter, find the Check-In desk and wait for assistance. Many of these forms can be prefilled and kept in a binder with sheet protectors in duplicate.

- Follow directions for unloading and STAY IN LINE:
  - You will be directed where to unload and assigned a stall/cage(s).
- ID YOUR ANIMALS!
  - It is imperative that your animal has some form of ID on it. We recommend you have a collar, mane tag, dog/luggage tag on halter, tyvek hospital collar. If applicable, leave the halter/collar on as animals.
- Attach the ANIMAL ID FORM and ANIMAL CARE FORM to the stall/cage
  - Please update this form daily - it is the only way we know your animal is being cared for.
- REMOVE YOUR TRAILER/CAR to the designated parking area as soon as possible.
- Fill out and turn in the **OWNER and ANIMAL INTAKE FORMS** and **ANIMAL LIABILITY RELEASE** to personnel before leaving the shelter.
- Label all personal items separately
  - (halter, lead rope, leash, crate, buckets, muck rakes, etc)

***IT IS YOUR RESPONSIBILITY TO CARE FOR OR MAKE ARRANGEMENTS FOR THE CARE OF ANIMALS AT THE SHELTER UNLESS OTHERWISE STATED.***

*We are here to assist you and appreciate your cooperation/patience !*



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## OWNER INTAKE FORM

Fill out and turn in to shelter intake at check-in:

Owner(s) Information (First, Last): \_\_\_\_\_  
 Street Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_  
 If animal(s) found, location? \_\_\_\_\_  
 Finders Name: \_\_\_\_\_ Phone # \_\_\_\_\_  
 Hauler Information (if other than owner) \_\_\_\_\_  
 In Case of Emergency, Name: \_\_\_\_\_ Phone # \_\_\_\_\_  
 Veterinarian \_\_\_\_\_ Phone # \_\_\_\_\_

Note: Please complete next page for individual animal information

### Animal Care & Responsibility (circle your response)

Will you be staying on site to care for your animal? Yes / No

Will you be staying off-site but coming to feed and care for your animal? Yes / No

Are you unable to care for your animal and need the assistance of volunteers? Yes / No

Once the disaster is over will you need foster care? Yes / No

### As the animal owner, I agree to the following shelter requirements:

- I will care for (clean, feed) or make arrangements for care of my animals.
- Feeding is at 8am and 5pm. If possible, please feed all animals at the same time to avoid food aggression/anxiety.
- PRIOR TO ANIMAL LEAVING THE SHELTER:
  - I will clean the stall/cage before departing.
  - Receive paperwork from Sonoma CART intake to show on exiting the shelter. This is required to ensure all animals leave with their rightful owner.
- DO NOT MOVE your animal from their assigned cage/stall without Sonoma CART management.
- Abide all rules posted on premise.
- Immediately report injury or complaints to CART intake.

OFFICE ONLY:
ANIMAL RELEASE INFORMATION
DATE / TIME _____ Vet sign-off _____
Who is removing? owner / hauler , If hauler name & phone _____



OFFICE ONLY	LAST _____	FIRST _____
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# ANIMAL INTAKE FORM

Total # \_\_\_ of animals

Animal #: \_\_\_\_\_ Name: \_\_\_\_\_ Barn/Stall/Cage #: \_\_\_\_\_  
Animal Name: \_\_\_\_\_ Species/Breed: \_\_\_\_\_  
Color/Markings : \_\_\_\_\_ Age/DOB: \_\_\_\_\_ Sex: M / F / Cast  
Behavior Issues? \_\_\_\_\_  
Special Dietary Needs? \_\_\_\_\_  
Medical Needs? \_\_\_\_\_  
Other: \_\_\_\_\_

Animal #: \_\_\_\_\_ Name: \_\_\_\_\_ Barn/Stall/Cage #: \_\_\_\_\_  
Animal Name: \_\_\_\_\_ Species/Breed: \_\_\_\_\_  
Color/Markings : \_\_\_\_\_ Age/DOB: \_\_\_\_\_ Sex: M / F / Cast  
Behavior Issues? \_\_\_\_\_  
Special Dietary Needs? \_\_\_\_\_  
Medical Needs? \_\_\_\_\_  
Other: \_\_\_\_\_

Animal #: \_\_\_\_\_ Name: \_\_\_\_\_ Barn/Stall/Cage #: \_\_\_\_\_  
Animal Name: \_\_\_\_\_ Species/Breed: \_\_\_\_\_  
Color/Markings : \_\_\_\_\_ Age/DOB: \_\_\_\_\_ Sex: M / F / Cast  
Behavior Issues? \_\_\_\_\_  
Special Dietary Needs? \_\_\_\_\_  
Medical Needs? \_\_\_\_\_  
Other: \_\_\_\_\_

Animal #: \_\_\_\_\_ Name: \_\_\_\_\_ Barn/Stall/Cage #: \_\_\_\_\_  
Animal Name: \_\_\_\_\_ Species/Breed: \_\_\_\_\_  
Color/Markings : \_\_\_\_\_ Age/DOB: \_\_\_\_\_ Sex: M / F / Cast  
Behavior Issues? \_\_\_\_\_  
Special Dietary Needs? \_\_\_\_\_  
Medical Needs? \_\_\_\_\_  
Other: \_\_\_\_\_

Animal #: \_\_\_\_\_ Name: \_\_\_\_\_ Barn/Stall/Cage #: \_\_\_\_\_  
Animal Name: \_\_\_\_\_ Species/Breed: \_\_\_\_\_  
Color/Markings : \_\_\_\_\_ Age/DOB: \_\_\_\_\_ Sex: M / F / Cast  
Behavior Issues? \_\_\_\_\_  
Special Dietary Needs? \_\_\_\_\_  
Medical Needs? \_\_\_\_\_  
Other: \_\_\_\_\_



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## EMERGENCY ANIMAL SHELTER: ANIMAL LIABILITY RELEASE FORM

Owner: \_\_\_\_\_ Barn: \_\_\_\_\_ Stall #: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email \_\_\_\_\_  
 Other Responsible Party Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Owners Preferred Vet Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Animal Name: \_\_\_\_\_ Species/Breed: \_\_\_\_\_  
 Color/Markings : \_\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_\_  
 Behavior Issues? \_\_\_\_\_  
 Special Dietary Needs? \_\_\_\_\_  
 Medical Needs? \_\_\_\_\_  
 Other: \_\_\_\_\_

Indemnification: Owner agrees to accept all responsibility for loss, damage and injury to sheltered animal(s) of owner that may occur to owner's animals or person as a result of housing owner's animals at a shelter with the Sonoma Community Animal Response Team (Sonoma CART) during this evacuation. Additionally Owner agrees to indemnify, hold harmless and release the Sonoma CART, Sonoma County Animal Services, the County of Sonoma, their officers, agents and employees as well as the Sonoma Horse Park and the Sonoma County Fairgrounds and all evacuation volunteers (Caregivers) from and against any actions, claims, damages, liabilities, disabilities or expense that may be asserted by any person or entity, including owner, that arise out of, pertain to or relate to Owners' sheltering of animals at the Sonoma CART. Owner hereby requests Caregiver to provide temporary stabling or kenneling for the animal listed above, and caregiver is able to move/transport or evacuate said animal if necessary when Owner is not present. Owners are responsible for all feeding and bedding of animal(s), cleaning of the stall(s) and kennel(s) unless other arrangements have been made with Caregiver. All feed and bedding provided to owner's animal(s) is at the expense of the owner and must be paid for prior to owner taking the animal from the shelter.

If the animal becomes ill while under the care of the Caregiver and owner cannot be reached, the on-site veterinarian, (if available) has owner's approval to authorize Caregiver to approve any emergency treatment recommended by said veterinarian. Owner further agrees to promptly reimburse Caregiver or veterinarian for any expenses incurred for any medical treatment or emergency care. Additionally Owner agrees to indemnify, per the above indemnification clause any consequence from Caregiver or veterinarian's actions regarding the injured animal.

Owner authorizes Caregiver to approve emergency quartering of the pet (i.e. alternative animal emergency shelter) if being evacuated because of a pending or occurring disaster.

Owner releases Caregiver from all liability and costs related to the care, transportation, treatment, boarding, or expenses, resulting from the emergency / disaster sheltering and care, or any special needs for the animal as determined by Caregiver.

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name of Owner: \_\_\_\_\_



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# ANIMAL ID CARD

Total Animal # \_\_ of \_\_

<b>Name:</b>	PHOTO
Species:            Breed:	
Sex: M / F / Cast    Age/DOB:	
Color:                Weight:                lbs	
Markings:	
Microchip #:	
Owner(s): Home Phone: Cell: Email: Address:	Boarded At: Contact: Phone: Address:
ER Contact: Phone: Address:	ER Foster Plan: Phone: Address:
Veterinarian: Hospital: Phone:	Health Concerns:
Vaccines / Date Last Given <input type="checkbox"/>	Medications:
Feed Instructions:	Other:



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## LARGE ANIMAL SHELTER - STALL FORM

Page \_\_\_ of \_\_\_

Owner:	Phone #:
Alt. Contact:	Phone #:

Animal:	Species:	Breed:
Age:      Sex: M / F / Cast.	Color:	Microchip:
Vet Check? <input type="checkbox"/> Date:	Problem:	DVM:
<input type="checkbox"/> <i>By checking this box, I release veterinary care for this animal to the veterinarian on call.</i>		

INSTRUCTIONS	Date:			
<b>Feed AM:</b>	AM: _____	AM: _____	AM: _____	AM: _____
<b>Feed PM:</b>	PM: _____	PM: _____	PM: _____	PM: _____
<b>Appetite:</b>	AM: + / - PM: + / -	AM: + / - PM: + / -	AM: + / - PM: + / -	AM: + / - PM: + / -
<b>Water</b> <i>Circle amount added</i>	AM: 0 - ½ - full PM: 0 - ½ - full	AM: 0 - ½ - full PM: 0 - ½ - full	AM: 0 - ½ - full PM: 0 - ½ - full	AM: 0 - ½ - full PM: 0 - ½ - full
<b>Exercise? Yes / No</b> <i>Hand walk / Turn out</i>				
<b>Manure</b> <i>Circle number of piles</i>	AM: 0 1 2 3 + PM: 0 1 2 3 + normal / loose	AM: 0 1 2 3 + PM: 0 1 2 3 + normal / loose	AM: 0 1 2 3 + PM: 0 1 2 3 + normal / loose	AM: 0 1 2 3 + PM: 0 1 2 3 + normal / loose
<b>Treatments:</b>				

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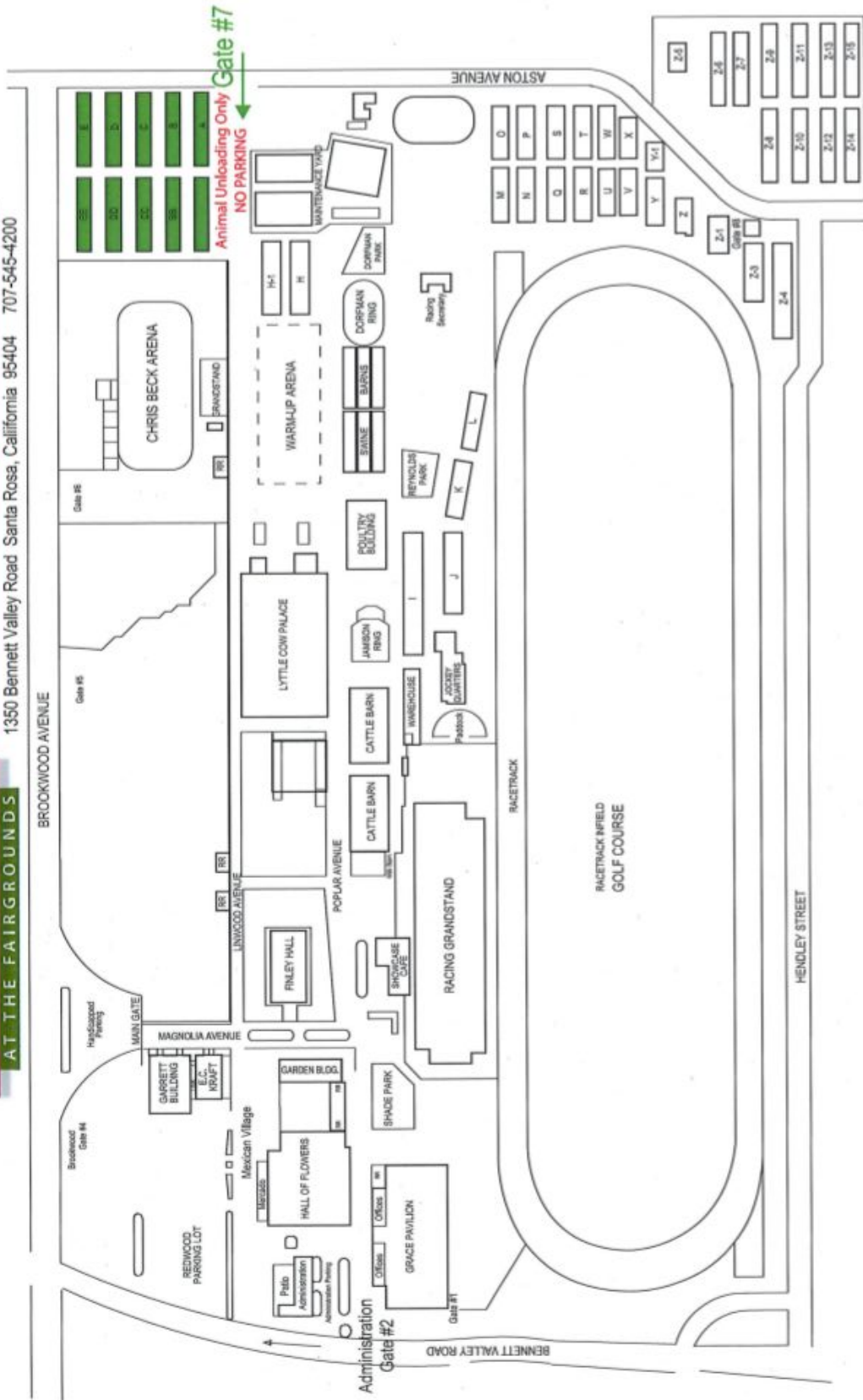




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**Enter through Gate 7 and follow signs.**  
**Trailer Parking to be determined.**  
**Please check with Fairgrounds personnel.**

1350 Bennett Valley Road Santa Rosa, California 95404 707-545-4200





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# Emergency Preparedness Checklist

## General Supplies:

- Emergency Water Supply (minimum 7 days for evacuation, 14 for home)
- Emergency Food Supply (minimum 7 days for evacuation, 14 for home)
  - Non-perishable, easy to prepare; rotate stock so it stays in date
  - Keep in easily accessible place that seems least disaster-prone
- Flashlight and extra batteries, or solar
- Battery powered or solar/hand crank radio and cell phone charger
- First Aid Kit
- Personal medications and related supplies for 7 days
- Multi-Purpose Tool for shutting off power, gas and water
- Personal hygiene items (toilet paper, “baby wipes”, shampoo, etc.)
- Personal documents: (Hardcopy and on the cloud)
  - Medication List
  - Pertinent Medical Info (Doctor and phone number)
  - Health insurance
  - Proof of Address
  - Deed to Home or lease agreement
  - Passport
  - Birth certificate
  - Social Security card
  - Insurance policies
  - Family and Emergency Contact information
  - Video of house and property
- Cell Phone and Chargers, solar and car plug-in
- Water Bottle
- Extra Cash
- Blankets and Sleeping Bags
- Pillows
- Maps of the area
- Two -Way Radios (walkie-talkie or better)
- Whatsapp on your cell phone
- changes of clothes x3
- Shoes and Boots
- Spare keys (house, property, vehicle, trailer)
- Duct Tape
- Liquid Household Bleach (1 gallon)
- Entertainment items: playing cards, musical instrument, sketchbook, journal, knitting
- Basic Toolkit: hammer, nails, screw drivers (Philips and Slot), adjustable wrench, bolt cutters
- Full fuel tank(s), jumper cables and quality spare tires & jack in all evacuation vehicles



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# Emergency Preparedness Checklist

### Small Animal Supplies:

- Collar and/or harness
- Leash
- Food (evacuating > 7 days, SIP > 10 days)
- Water >10 days
- Carrier
- Water and Food bowl
- Sleeping pad or blanket
- Travel Crate
- Animal ID Card on crate (Vaccination, Health and Ownership, Microchip)
- Medicines / Prescriptions
- First Aid Kit

### Large Animal Supplies:

- Leather or cotton, halters and lead ropes
- Food (evacuating > 7 days, SIP > 10 days)
- Water (SIP >10 days)
- Buckets
- Fly masks, blankets
- Animal ID Card / Vaccination and Health Records Binder
- Post Animal ID Card and Medication in barn (in case evacuation orders are issued when you are away and animals are cared for by shelter in place teams)
- Medicines and Prescriptions
- First Aid / Home Health Kit (Your veterinarian can provide recommendation for items to include)

**Sonoma CART strongly recommends that: ALL large and small animals be microchipped and ownership is registered to microchips in advance of any emergency or disaster.**