

Rules and Protocols for NHA Adoption Areas

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- Go into the kennel to leash and unleash the dogs.
- Close each cage door after removing a dog.
- Do not put more than one dog at a time into the off-leash play area. (Volunteers must also sign out the key at the front desk.)
- Obey all posted signs.
- Inform a staff member when basic kennel rules are being broken (i.e. no running, no children under 16 walking dogs, no dogs nose-to-nose).
- Remove all used litter pans and trash from Cat Showroom after cleaning.
- Do not attempt to answer specific questions about an animal's behavior. Inform a staff member that a potential adopter needs assistance.
- Do not share information about or images of any animals not yet up for adoption (those in Foster Care or the holding areas).
- Dogs in the holding areas, and behind the rope in the main adoption kennels, are not to be walked or socialized by volunteers. Signage will indicate which dogs are off-limits to customers, but OK for volunteers.
- Volunteers that show up before 10 a.m. will be expected to help staff clean adoption areas, not socialize or exercise animals.
- No food or drink is allowed in the adoption areas. Volunteers may store these and other personal items in the cubby hole near the sign-in computer desk, or labeled in the break room refrigerator.
- Keep dogs at least five feet apart, indoors and outdoors.
- Allow a leashed dog to leave the adoption area before bringing a second dog out of the kennel, thereby eliminating dogs being too close in proximity.
- Supplies such as paper towels, cleaning solutions and mop buckets are to be put back where they were found (i.e. in the cabinet, not on the window sills). Used towels and blankets are to be placed in the Laundry Room.

Thank you for ensuring the health and safety of everyone at NHA!

Please see Animal Care Supervisor, Walter James, with questions or concerns about these rules.