



CITY OF LAREDO

STANDARD OF OPERATION FOR LAREDO ANIMAL SHELTER

LAST UPDATED: October 18, 2023

STANDARDS FOR THE LAREDO ANIMAL SHELTER

The following standards shall serve as a guideline for the maintenance and operation of the Laredo Animal Shelter. As a minimum level of service, the Laredo Animal Shelter shall adhere to Texas State Statutes in Title 10. Health and Safety of Animals and specifically Section 823.003. Standards for Animal Shelters.

1. STRUCTURAL STANDARDS

All exterior structures and fencing will:

- A. be constructed of building materials that will ensure the establishment of a sound physical structure.
- B. be maintained in good repair.
- C. protect animals kept therein from injury and ensure containment of animals within the shelter.
- D. exclude the entry of outside animals and unauthorized persons.
- E. include fencing constructed sufficiently to prevent dogs from jumping or climbing or digging to escape.

2. FACILITY STANDARDS

- A. Animal housing areas will be physically separated from places where food and drink for human consumption are prepared, served or stored.
- B. Interior building surfaces will be constructed and maintained so that they are impervious to moisture and may be readily cleaned.
- C. Animal food storage and equipment cleaning areas will be physically separated from animal housing.
- D. Reliable and adequate electric power and/or gas will be provided for lighting, air circulation, heating and cooling.
- E. Reliable and adequate potable (drinkable, clean, fresh) water will be provided. Back flow preventers will be installed on any threaded faucets where hoses may be attached for the purpose of cleaning the facility or on the main water line serving the facility.
- F. Readily accessible washrooms or sinks will be provided to maintain personal hygiene among animal caretakers. A two-compartment sink in good repair will be provided for washing and sanitizing equipment used for animal care and feeding. An area will be available to wash any animal that becomes or is soiled upon intake.

- G. Indoor housing for animals will be sufficiently heated or cooled to protect animals from extreme temperatures, and to provide for their health and comfort at all times.
- H. Indoor housing for animals will be adequately ventilated with fresh air to minimize odors and moisture and to provide for the health and comfort of the animals at all times. Kennels will have fresh air ventilation.
- I. Water supply will allow for hose hook-up, to readily reach all parts of animal housing. Water pressure will be adequate for cleaning of animal housing areas.
- J. A suitable method will be provided to rapidly eliminate excess water from animal housing facilities. If drains are used, they will be properly constructed and kept in good repair. If closed drainage systems are used, wastewater will be disposed of by connection to a sanitary sewer or any approved sewage disposal system.
- K. Consideration will be given to various methods of noise abatement, for the health and comfort of animals and employees.

3. **ANIMAL ENCLOSURE STANDARDS**

- A. Primary enclosures defined: Primary enclosures are those animal enclosures (within the interior of the building) in which the animal normally eats, eliminates, rests, and sleeps.
- B. All animals housed at the shelter will be always confined to a primary enclosure unless under the direct supervision of shelter personnel or a qualified, appointed volunteer.
- C. Primary enclosures will be structurally sound and maintained in good repair and sanitary condition to protect the animals from injury and disease. They will be constructed and maintained to enable the animals to remain dry and clean and to provide convenient access to food and clean water.
- D. The floors of the primary enclosures will be constructed to prevent injury to the animals, and to ensure adequate drainage and prevent pooling of fluids within the primary enclosures for dogs.
- E. Floors in dog runs will slope to drain liquid out of runs and prevent pooling or puddles in the runs or walkways.
- F. There will be solid walls between dog runs to prevent water and waste material from flowing from run to run. The solid walls will be of a height sufficient to prevent nose-to-nose contact of animals between the runs.

In addition, fencing of other materials that allow for airflow will be used above the solid walls (vertically and horizontally) to provide a protective barrier at least six feet high between runs, to prevent dogs from jumping over.

- G. All solid surfaces of the dog runs will be constructed of a material (such as concrete, stone, cement block, brick, or metal) that is water resistant and can be cleaned and sanitized. Concrete floors, sealed, not painted, are preferable because they can be cleaned and disinfected most effectively.
- H. Primary enclosures (individual cages) for cats will be made of stainless steel, fiberglass, or other impervious material that is water-resistant and can be cleaned and sanitized. (Chicken wire, barbed wire, and wood will never be used.) The cages will have a solid floor, sides, and top. The front will be designed to maximize light and airflow.
- I. Care will be taken to ensure that animals are not able to escape from their primary enclosure. Special attention must be given when housing animals that are aggressive, under quarantine, or under protective custody. Conditions of all enclosures will be monitored daily and various types of locks (from nose-proof or paw-proof to those requiring keys) will be used. All primary enclosures will be secured at all times with a key type of lock.
- J. Primary enclosures will house preferably one (1) animal (for optimum disease control) but certainly no more than two (2) compatible, non-breeding animals per enclosure, except when litters are housed with their dams.
- K. Space Requirements for Dogs - In considering these guidelines, it is important that the animal be able to stand and walk around freely and have room for bedding and food and water bowls.
- L. Space Requirements for Cats - In considering these guidelines, it is important that the animal be able to stand and walk around freely and have room for bedding, litter boxes, food and water bowls.
- M. Litter boxes will be provided for cats in their primary enclosure, with litter disposed of daily. Litter boxes may be disposable, or reusable if they are cleaned daily and sanitized before used by another cat.
- N. Tethering dogs is not an acceptable alternative to an enclosure. Temporary, short-term tethering of dogs may be employed while cleaning the primary enclosure or in the event of an emergency, such as a fire or flood, until transport to another facility can be arranged. Care will be taken to ensure the safety of the dog while it is tethered. (Cats will never be tethered.)

- O. Animals placed in crates or carriers even for a short time must have ample space to stand up, turn around and lie down. Crates and carriers must be disinfected and dried after each use and before another animal is placed in the crate or carrier.

4. SANITATION STANDARDS

- A. To prevent contamination of animals and to reduce disease hazards and odors, animal waste will be removed from primary enclosures daily *or more often as necessary*.
- B. Cages, kennels, containers, equipment, and other items will be cleaned daily to maintain sanitary conditions. One of the most effective methods is to wash all surfaces with a dilution of bleach and water, rinse and allow the surface to dry. Since bleach can cause respiratory problems for cats and it can also corrode stainless steel, quaternary disinfectants will be used instead in those cases. *Animals should be removed from the enclosures during the cleaning process* and precautions taken to avoid cross contamination.
- C. Water and food containers and all other utensils will be cleaned and sanitized using generally accepted methods such as a chemical sanitizing solution. These containers will be cleaned and sanitized as often as necessary to maintain sanitary conditions.
- D. When cleaning, sanitizing, and disinfecting, product manufacturer instructions will always be followed precisely. Never mix bleach with quaternary ammonia compounds, as mixtures hazardous to both animals and people will result. Certain mixtures may render the products ineffective, as well. Pine products and fumes are extremely toxic to cats and will never be used around them or to clean cat enclosures, bowls, etc.
- E. Water and food bowls will be made of metal. Plastic is not recommended because it may be chewed and ingested and may retain harmful contaminants.
- F. Animal and food waste, soiled bedding, dead animals, debris, and other organic waste will be stored in closed containers and disposed of so that vermin infestation, odors, disease hazards, and nuisances are minimized. Such waste will be removed at least daily from the facility. Any reusable trash containers will be regularly sanitized and disinfected.
- G. The buildings and grounds will be kept clean, in good repair, and free from trash.
- H. Weeds will be mowed or cut down in areas where animals are kept or exercised.

- I. An effective program for the control of insects, ectoparasites, and avian and mammalian pests will be maintained.
- J. Unopened supplies of food will be stored off the floor and be adequately protected against infestation or contamination by vermin. Opened supplies of food will be stored separately in closed waterproof containers.
- K. Animal bedding will also be stored off the floor and be adequately protected against infestation or contamination.
- L. Dead animals at the facility will be stored and disposed of in strict compliance with applicable state laws/local ordinances and in a way that will not cause a disease hazard or nuisance.

5. **CARE AND HANDLING STANDARDS**

A. FOOD AND WATER

- 1) Animals will be fed daily (except when advised otherwise during veterinary treatment or in cases of malnutrition when smaller portions throughout the day are needed) to avoid medical problems associated with overeating. The food must be free from contamination, palatable, and of sufficient quality and nutritive value to meet the normal daily requirements for the condition, size, and age of the animal. Refrigeration will be provided for perishable food.
- 2) Care will be taken not to underfeed or overfeed animals.
- 3) Special consideration regarding types of food and frequency will be given to puppies, kittens, older animals, and nursing dams.
- 4) Malnourished or emaciated animals may need an increased food intake, but introduction of food must be regulated and increased gradually, preferably with veterinary guidance.
- 5) Animals must be provided potable (drinkable, clean, fresh) water at all times (except when water must be withheld under special veterinary care).
- 6) Food and water containers will be accessible to the animal and located to minimize contamination by excreta or other material. These containers will be cleaned daily. Disposable food containers may be used *only if discarded after each use.*
- 7) Food and water containers will be of a size appropriate to ensure accessibility based on the size of the animal.

- 8) Self-feeders and self-waterers will not be used for reasons of excessive cost, difficulties with sanitation, and probable malfunction.
- 9) Spoiled, moldy food or food contaminated with feces, droppings, or insects will never be used. Food left in food bowls from the previous day will be disposed of, disposable bowls discarded, and non-disposable bowls cleaned.

B. CLASSIFICATION AND SEPARATION

- 1) Animals housed in the same primary enclosure (where they eat, eliminate, rest, and sleep) will be maintained in compatible groups, with the following additional restrictions:
 - a) Primary enclosures will house preferably one (1) animal but certainly no more than two (2) compatible, non-breeding animals per enclosure, except when litters are housed with their dams.
 - b) A female in season (estrus) will not be housed in the same primary enclosure with a male.
 - c) An unaltered male will not be housed in the same primary enclosure with an unaltered female.
 - d) Any dog or cat exhibiting an aggressive disposition will be housed individually in its primary enclosure and the enclosure appropriately marked for protection of shelter personnel.
 - e) Animals under four months of age will not be housed in the same primary enclosure with adult animals other than their dams. *Attempts will always be made to keep nursing mothers and their babies as removed from other animals as possible, to allow them privacy, to protect them from unwanted intrusion and noise, to alleviate fear/aggression, and to promote their general well being.*
 - f) Dogs will not be housed in the same primary enclosure with cats, nor will dogs or cats be housed in the same primary enclosure with any other species of animals.
- 2) Animals that have bitten a human must be quarantined pursuant to applicable Texas state law and local municipal or county ordinance. Animals under quarantine for observation of rabies symptoms after a bite incident will be physically separated from all other animals. Because most turn out to be healthy animals, often

with owners, these animals will never be housed with animals under treatment for a communicable disease. Such quarantine area will have a separate ventilation system and will only be accessible to shelter personnel or owners accompanied by shelter personnel.

- 3) Animals diagnosed and/or under treatment for a communicable disease will be physically separated from healthy animals to minimize dissemination of disease. Such area will have a separate ventilation system.
- 4) Cats will be housed in a separate building if at all possible, or at the very least in a separate room that is as far-removed as possible from any room containing dog runs.

6. OTHER CARE CONSIDERATIONS

- A. Sheltered animals must always be handled safely and humanely to prevent injury, distress, and spread of disease to both to the animal and personnel. Adequate animal handling equipment such as transfer cages, nets, catch poles, etc. must be available and kept clean and in good repair to ensure the safety of staff and animals. Staff will be trained in current humane and sanitary animal handling techniques.
- B. Cats will be provided with clean bedding in each cage. Bedding will be replaced when soiled or wet, and also for each new animal introduced to the enclosure.
- C. Bedding or platforms will be provided to dogs on an as-needed basis. Bedding will be replaced when soiled or wet, and also for each new animal introduced to the enclosure. Only single layer bedding will be used for puppies and kittens, to prevent accidental suffocation.
- D. Nursing dams will be provided with a whelping box if possible. If a shelter is unable to provide one, it will be noted that as long as nursing dams have adequate bedding, warmth, and cleanliness, they seem to do fine. If the cost of a whelping box is prohibitive, it is fairly simple to fashion one out of the bottom of a very large travel kennel or one can be built. Bedding will be provided in the whelping box and replaced when soiled or wet. The whelping box will be large enough for the dam to stretch out and nurse her offspring. *Attempts will always be made to keep nursing mothers and their babies as removed from other animals as possible, to allow them privacy, to protect them from unwanted intrusion and noise, to alleviate fear/aggression, and to promote their general well-being.*
- E. Animals will be cleaned on an as-needed basis, while keeping in mind that medical issues need to be treated, especially when an animal has a matted coat that can cause pain, skin or eye irritation, or trap fecal matter. Bathing may be necessary to prevent or treat parasites/insects. Basic grooming also ensures that claws are not so long as to hinder movement or

cause pain to the animal. An animal that needs help in this regard will not be made to wait until the shelter determines the dog to be its "property," as no animal will be allowed to suffer while in the care of the shelter.

- F. Care must be taken to ensure that animals are not intentionally squirted or hosed with water, not put in contact with chemicals.
- G. The recommended standard of care is 15 minutes per animal per day.
- H. In order to prevent overcrowding of the facility, animals may be held in the shelter for up to 18 days. The following criteria serves as the standard on animal adoption or release:
 - Owner redemption should occur within 72 hours from intake.
 - An animal is available for individual adoption after the 72 hours and remains available through the 18 day.
 - Animals are available for rescue/release beginning on the 4th day through the 18 day.
- I. Any dog or cat which has not been redeemed by its owner within four (4) days of its impoundment is available for adoption by another person.
- J. The shelter department shall have the discretion to retain any animal beyond four (4) days for such period of time that is deemed reasonable but should not exceed eighteen (18) days. Any dog or cat impounded by the city which is not redeemed or adopted within seven (7) days following the date of its impoundment may be disposed of in any humane manner as shall be prescribed by the American Veterinary Medical Association.
- K. An organization dedicated to the rescue and placement of unwanted or unclaimed animals which has entered into a written agreement with the city may make a request to the city's animal control facility within said seven-day period for an additional two (2) days to adopt a certain animal if said animal is not claimed or adopted within the seven (7) day period.
- L. If such an organization, having previously requested additional time to adopt under the provisions of this section, fails on more than one occasion to adopt an animal within the expiration of the additional two (2) day period, then such organization may thereafter be ineligible to request the aforesaid additional time period for adoption of animals.

7. **DISEASE CONTROL/ HEALTH/ VETERINARY CARE STANDARDS**

- A. No animal will ever be allowed to suffer due to lack of veterinary care.
- B. Animals will be examined at the time of impound for injury and signs of disease - and treated immediately if in pain or distress.

If shelter personnel are unsure or in doubt, they must contact a supervisor immediately or call someone qualified to assist. If sick/injured animals cannot be provided veterinary care in a manner timely enough to stop their pain and suffering, they must be humanely euthanized at once.

- C. Have a trained and experienced staff member to check animals and to provide care. Instruct every staff member to note and record all symptoms of possible illness and to bring them to a supervisor's attention at once.
- D. Animals will be observed daily for signs of disease or distress. An animal suspected of having an infectious disease will be physically separated from other susceptible animals until the condition is determined to be non-infectious.
- E. Animals with obvious signs of serious disease, injury, or distress that cannot be addressed, as well as aggressive animals, will be humanely destroyed. It may be necessary to euthanize an animal for humane reasons even if the holding time requirements have not been met, as it is unacceptable to allow an animal to suffer while in the shelter's care.
- G. Dogs and cats will be dipped or sprayed for fleas and ticks as necessary, according to the season.

8. VACCINATIONS

- A. It is strongly recommended that dogs be vaccinated upon initial impound at animal shelters, if they will be confined at the shelter for re-claim or adoption. An Animal Control Officer, Veterinarian Technician, Veterinarian or trained staff member:
 - 1) Dogs:
 - a) Type 2-Parainfluenza-Parvovirus Vaccine (modified live virus) DAPPv.
 - b) Bordetella (kennel cough)
 - 2) Cats:
 - b) Feline Rhinotracheitis Virus, Feline Calicivirus, Feline Panleukopenia Virus (modified live viruses)
- B. All animals will be considered unvaccinated unless a documented medical record exists. Special consideration will be given to animals with medical conditions, pregnant animals, and animals less than 4 weeks old.
- C. Rabies vaccinations will be given by the adopter's veterinarian, according to local municipal or county ordinance.
- C. Rabies vaccinations must be administered pursuant to applicable City Ordinance and Texas state law.

9. FLEE AND TICK CONTROL

It is strongly recommended that dogs and cats be given a tick and flea treatment upon initial impound at animal shelters, if they will be confined at the shelter for re-claim or adoption. An Animal Control Officer, Veterinarian Technician, Veterinarian or trained staff member will administer the following tick and flea prevention treatment:

1) Dogs:

Dosage is at 0.91mg/lb (2mg/kg) Simparica should only be administered to dogs 6 months of age and older.

- 1 x 5mg tablet for 2.8 to 5.5 pounds
- 1x 10mg tablet for 5.6 to 11 pounds
- 1x 20mg tablet for 11.1 to 22 pounds
- 1 x 40mg tablet for 22.1 to 44 pounds
- 1x 80mg tablet for 44.1 to 88 pounds
- 1 x 120mg tablet for 88.1 to 132 pounds

2) Cats:

Selarid dose is 2.7mg selamectin per pound (6 mg/kg) of body weight
Topical on the neck and back of the cat.

10. RECORD KEEPING STANDARDS

- A. Records will be kept for each animal impounded, for each that is accepted as an owner-surrender, and for each that is otherwise acquired.
- B. Records will include the date acquired, manner of acquisition (animal control officer, public intake, owner surrender, etc.), description and identifying characteristics including species, breed, color, age, and sex, any background information (including tag and/or microchip information), reason for impoundment or relinquishment, veterinary care, disposition of the animal, date of redemption, adoption, transfer of ownership, or euthanasia, and the name address and telephone number of the receiving person or entity.
- C. Collars, tags, or other potentially identifiable "gear" will be kept on the animal or in the animal's file during the impound time.
- D. Each animal will be identifiable by use of cage/run cards and/or identifying collars.
- E. Ideally, two photographs will be taken of each animal and maintained with its records, to aid in identifying an animal and to minimize the possibility of a euthanasia mistake.

- F. Shelters will maintain records for a minimum of two years from the date of an animal's final disposition.

11. COMMUNITY ACCESS AND SERVICE STANDARDS

- A. Shelters will be accessible to residents seeking to reclaim their animal or adopt an animal. Hours open to the public will be clearly marked on the facility. The facility's telephone and address will be listed in local telephone directories and/or the City of Laredo website. It is recommended that shelters be open to the public at least one weekend day
- B. When an animal has visible identification upon impound or a microchip, shelter personnel will make every attempt to contact the owner. Upon the completion of the 72 hours stray hold, animal will become property of the City of Laredo in accordance to the ordinance.
- C. Every animal will be scanned for a microchip upon impound. The animal will be scanned again prior to final disposition.
- D. Animals tagged for adoption or rescue must be removed from the facility within five (5) days. Any individual or rescue which fails to remove tagged animals within the approved timeframe are subject to banning from future tagging or adoptions and the animal will be reopened for adoption or rescue by others.

12. SHELTER PERSONNEL STANDARDS

- A. All shelter employees will be trained in all aspects of their responsibilities, according to Animal Control Standard Operating Procedures, City of Laredo Rules and Regulations and City Ordinances.
- B. Shelter personnel will be provided with a comprehensive standard operating procedures (SOP) manual. The SOP manual will outline all shelter policies and procedures, as well as duties for each position.
- B. All city personnel shall adhere to Texas's anti-cruelty law at all times: Section 42.09 "Cruelty to Livestock Animals" and 42.092 "Cruelty of Non-Livestock Animals" of the Texas Penal Code prohibits a person from intentionally, knowingly or recklessly cruelly treating an animal. Animal cruelty is a felony and punishable by a \$10,000 fine and up to two years in jail.

The following actions define cruel punishment:

- Torturing an animal
- Failing to provide food, care or shelter.
- Abandoning an animal
- Transporting or confining an animal in a cruel manner
- Killing, seriously injuring or poisoning an animal

Causing an animal to fight with another.
Using a live animal as a lure in a dog race
Tripping a horse
Injuring an animal belonging to another person
Seriously overworking an animal

- D. Protective gear and appropriate animal handling equipment will be readily available to employees.
- F. Shelter personnel will wash their hands frequently in order to protect themselves and the animals. Hand sanitizers, first aid kits, and eyewash stations will be made available to all employees, volunteers, and visitors.

13. ADOPTION STANDARDS

- A. Shelters will establish adoption fees, and on occasion, may offer low cost or no cost adoptions.
- B. Shelters will develop criteria for potential adopters and for unsuitable adopters. Adopters will sign a contract under which they agree to provide a specified level of care.
- C. Adoption screening program will include discussion of whether animal and potential adopter are suitable for each other.
- D. Shelter must comply with and is required to enforce Texas state statute Title 10, Chapter 828. Dog and Cat Sterilization.
- E. Reasonable care will be taken to adopt or transfer only those animals free of disease and treatable injury.
- F. Shelters will make a reasonable effort to allow recognized 301c Rescue Organizations and responsible sanctuaries to adopt non-claimed animals.

14. RESCUE STANDARDS

All rescue and foster groups and individuals shall maintain a current written agreement with the city.

In order for such an organization to enter into a written agreement with the city:

- that organization must first provide the city with a list of its shelters or other facilities and the location of such shelters or facilities,
- documentation of the not for profit status of the organization, and,
- and the names, addresses and contact information of individuals authorized to act on its behalf, including foster agents, transporters and partners.

The agreement may also:

- require the organization to permit the inspection of its facilities and those of its foster agents and partners if located in the City of Laredo and to the extent authorized in Webb County, and,
- to provide for the indemnification of the city from any claims or actions resulting from the adoption of said animal, as well as such other provisions that provide for the protection of the city and the public.

Rescue Group Agreement shall contain the following details:

- A. Rescue Group hereby guarantees every animal released from the City into its program will be sterilized prior to placement in a permanent home, if not already done so by the city. The cost of sterilization will be the responsibility of the Rescue Group and/or the adoptive owner.
- B. Rescue Group understands and agrees that the ownership of the animal will transfer to the Rescue Group with assumption of full liability for any further costs associated with the care of the animal. Rescue Group understands and agrees that when full ownership of the animal is transferred to Rescue Group by the City of Laredo, then Rescue Group hereby assumes all liability for the behavior and actions of the animal from that time forward.
- C. Rescue Group or its partners agree to house only the number of animals allowed under the zoning laws for the jurisdiction where the animal release by the city to Rescue Group is located.
- D. Rescue Group agrees that all dogs or other animals in its care and/or partners will be licensed as required by applicable state or local law or ordinance.
- E. This Agreement covers and includes any partner, foster or transport agent acting on behalf of Rescue Group. Rescue Group agrees that said partner, foster or transport agent will be bound by the same terms and conditions of this Agreement while the animal is in the temporary possession of the partner, foster agent or transport agent. Rescue Group shall provide a list of the partners, foster agents or transport agents acting on behalf of Rescue Group, and no animal will be released to any foster agent or transport agent acting on behalf of Rescue Group who is not on said list.
- F. Rescue Group agrees to vaccinate all animals for rabies prior to the ultimate adoption placement of such animals, if not already done so by the city.
- G. Rescue Group shall maintain records of all animals released to Rescue Group under the terms of this Agreement, including the transport agent to whom the animal was released, the names of any partner or foster agent who had temporary custody of the animal, and the name and address of the person or organization with whom the animal was ultimately placed. Said records shall be provided to the City upon demand by the City animal control personnel or other City officials.
- H. Rescue Group understands the City does not warrant the health condition or temperament of any animal Rescue Group takes possession of or adopts.

- I. The Agreement may be terminated without cause by either party with five (5) days written notice.
- J. Notwithstanding any language to the contrary contained in this agreement, Rescue Group is an independent contractor and not an employee or agent of the City of Laredo. As such, Rescue Group assumes any and all liability for, and agrees to hold harmless and defend the City of Laredo from any and all claims for damages or loss resulting from the transfer of any animal from the City to the Rescue Group under the terms of this Agreement, whether the animal is in the possession or care of Rescue Group, or any of its partners, foster agents or transport agents, and including but not limited to any loss or injury to any person or property caused by said animal following placement of said animal.
- K. For purposes of the Agreement, the term “foster agent” means a person who temporarily takes possession of an animal pending transfer of that animal through the Rescue Group to another shelter or permanent placement of the animal.
- L. For purposes of the Agreement, the term “transport agent” means a person who takes possession of the animal from the City animal control facility to deliver to a foster agent, or from the foster agent to deliver to another shelter or permanent placement.
- M. For purposes of the Agreement, the term “partner” means another non-profit organization which is dedicated to the rescue and placement of unwanted or unclaimed animals, and that has an established working relationship with Rescue Group.
- N. Rescue Group shall provide the City with the names and address of all its partners, foster agents and transport agents. Said list shall also include the location of the shelter facility or fostering premises for each partner or fostering agent. Said list may be updated by Rescue Group, but no animal will be released to a partner, foster agent or transport agent who is not on said list at least three (3) days prior to the date of release of such animal by the City.
- O. The City may require any transport agent, foster agent, partner or employee or member of Rescue Group to present a valid license or other form of identification issued by a governmental entity that contains a photo of the individual prior to releasing any animal under the terms of this agreement.
- P. The undersigned individual named below is fully authorized to execute this Agreement on behalf of the Rescue Group and to bind Rescue Group to the terms of this Agreement, including indemnification and defense of the City of Laredo as provided in paragraph 12 above. The undersigned represents that the information provided to the city as part of this agreement is true and correct. Prior to entering into this agreement, the undersigned must provide a copy of the Rescue Group’s 501(c)(3) Internal Revenue Service letter classifying Rescue Group tax exempt to the City.