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# Application for Pet Food Assistance & Terms of Agreement:

**4PetSake Food Pantry asks that the following guidelines are read and agreed to in order for a household to receive assistance.** These guidelines are set up so that we may help as many people as possible. Please email us at [pet-sake@hotmail.com](mailto:cincinnatipetfoodpantry@gmail.com) or call **(315) 796-2584 with any questions or concerns.**

* **ONE applicant per household. Proof of income & ownership is mandatory. See below for examples of documents which will serve as proof.**
* When possible, we strive to provide a **two week supply of pet food** per household, up to a reasonable limit.
* **Food is distributed at our pantry location. Members are allowed one visit each month. Pantry hours are Wednesdays from 11-2pm. Cancellation of hours, due to inclement weather, is sometimes necessary. Members are urged to come the following Wednesday should this occur. Cancellations will be broadcast on WKTV & on our Facebook page.**
* We offer **temporary assistance** for feeding pets. We are not to be used as a permanent source of pet food. Should your financial or ownership situation change, we must be notified.
* We **reserve the right to refuse anyone under any circumstance**, such as a breeder.  If your pets are not spayed/neutered, you must get them spayed/neutered in order to continue to receive assistance. Our low cost spay/neuter program is available and you will be contacted to schedule an appointment. If you decline this service, your membership in the pantry will be cancelled. We ask for personal information when you apply, but **do not share your information** with anyone and all information is kept strictly confidential.
* **No one in the household is to resell, food or items** provided by the Pantry. If we find out the food or item(s) was resold, the household and all members involved will be banned from assistance indefinitely
* **Wild or feral animals are not to be fed pet food received from 4PetSake Food Pantry**.
* We consider **special requests** for certain dog and cat food but are only able to give what we have at the time the request is made.  Please be respectful and understanding that we are a donation-based program, not a store.
* All potential recipients must come IN PERSON to our distribution site in order to receive pet food. **WE CANNOT GIVE SOMEONE ELSE FOOD FOR YOU AND WE CANNOT DELIVER FOOD TO YOU. YOU MUST BRING YOUR MEMBER ID CARD.**
* **While receiving pet food assistance you agree to NOT bring additional pets into your home/care.**
* **We must be notified of a change in the number of animals registered to receive pet food due to death or a change of owner.**
* All recipients **must agree to not have any animal outside, on a rope or chain or in a kennel** 24 hours a day, 7 days a week & agree to maintain healthy living conditions.
* We are providing a service to the community and ask that recipients **receive only as much food as they need** so that we can help as many needy pet owners as possible.
* We accept donations of all kinds of pet food. By accepting food and/or services from the Pantry, the recipient, all household members, their friends and family **agree not to hold the Pantry, its staff, volunteers, and benefactors legally liable** in the unfortunate event the recipient’s pet(s) becomes ill or the food upsets the pet’s stomach.
* When you receive pet food from the Pantry, you are **aware of the potential risks involved** with feeding your pet(s) a new food, since it’s unlikely the pet food received is your pet’s usual brand(s).

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## You must submit proof of ownership, such as:

## A copy of your pet’s license, a rabies or spay/neuter certificate, or vet bill.

## Proof of Income Requirements:

4PetSake Food Pantry has income limits for pet owners seeking assistance from the Pantry. You must bring proof that your household’s income is at or below guidelines as shown below. Continued membership in the pantry will require annual submission of proof of income.

|  |  |  |
| --- | --- | --- |
| **1** | $14,856.10 | $1,238.01 |
| **2** | $20,122.90 | $1,676.91 |
| **3** | $25,389.70 | $2,115.81 |
| **4** | $30,656.50 | $2,554.71 |
| **5** | $35,923.30 | $2,993.61 |
| **6** | $41,190.10 | $3,432.51 |
| **7** | $46,456.90 | $3,871.41 |
| **8** | $51,723.70 | $4,310.31 |
| **Family Size** (Household) | **Annual  Poverty Guidelines** | **Monthly  Poverty Guidelines** |
| **For each additional member, add $3,960 to Annual** |  |  |

### You must submit proof of income, such as:

* A copy of the latest income tax return.
* A copy of the latest check stub.
* A letter signed by your employer which verifies employment & gross income.
* A letter signed by a social worker or employee of an agency helping you get other types of assistance that confirms your income level.
* Other papers that provide proof of monthly income (or lack thereof), such as Social Security Award Letter, Unemployment check stub, and/or Disability check stub.
* Food stamps or Medicaid eligibility letter. (Just the card isn’t enough, as we cannot tell if it’s currently active.)

## Special Circumstances

If you need assistance but do not qualify, we can still consider your case if you can you prove temporary, financial hardship with appropriate documentation, such as recent job loss, major illness in the family, unexpected major bills, etc. Consideration will be given on a case-by-case basis.

**PLEASE BE HONEST ABOUT YOUR NEED FOR ASSISTANCE. IF YOUR FINANCIAL SITUATION CHANGES YOU MUST NOTIFY US SO THAT OTHERS MAY BENEFIT.**

**ALL DECISIONS OF 4PETSAKE FOOD PANTRY, INC. ARE FINAL.  OUR MISSION IS TO HELP TRULY NEEDY PET OWNERS KEEP THEIR PETS.  IF YOU CANNOT PROVE YOUR NEED, WE WILL NOT BE ABLE TO HELP.**

***By signing, I agree to all of the above requirements:***

**Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**4Petsake Food Pantry, Inc.**

**PO Box 216**

**100 East Main Street**

**Mohawk, NY 13407**

**(315)796-2584**

**REQUEST FOR SERVICES**

**(Please print neatly & return to Pet Food Pantry Coordinator)**

**Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**City/State/Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Note*:* Dry food will be provided each month for *up to three* spayed/neutered cats or dogs per household. Canned food will be provided when available and if requested. Special dietary needs will be met if food is available.**

**PET INFORMATION:**

***Pet’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cat Dog (*circle one*)***

***Breed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Weight: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Spay/Neutered? Yes No (*circle one)**

***Special Food? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Pet’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cat Dog (*circle one*)***

***Breed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Weight: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Spay/Neutered? Yes No (*circle one)**

***Special Food? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Pet’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cat Dog (*circle one*)***

***Breed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Weight: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Spay/Neutered? Yes No (*circle one)**

***Special Food? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Pet’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cat Dog (*circle one*)***

***Breed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Weight: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Spay/Neutered? Yes No (*circle one)**

***Special Food? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***(ADDITIONAL PETS – PLEASE LIST ON SEPARATE SHEET)***

By submitting this application I agree not to hold the pet food pantry staff, volunteers, and benefactors legally liable in the unfortunate event my pet(s) becomes ill due to its food being changed.