



TLF PET POLICY GUIDELINES

Pet Policy Application:

Not all lodging operations are configured to accommodate pets or have the need to accommodate them. The following factors should be considered when determining whether to implement at the installation.

1. Does the installation have adequate MWR-provided kennels?
2. Are there adequate off-base kennels in proximity of the base?
3. Are TLFs configured to allow separation of pet-friendly units from other units to ensure non-pet owners are not bothered by pet noise?
4. Are pet-friendly TLFs located near open, grassy areas to accommodate pet use?
5. Are TLFs new or due for renovation?

Pet Policy Administration:

1. Pet owners will be charged a standard \$10 per night fee regardless of the number of pets in the unit and duration of their stay. The fee will be used to defray additional cleaning costs and maintenance/replacement of required pet-friendly unit items.
2. Limit of two pets (dogs and cats only) per unit.
3. Units designated as “Pet Friendly” will be filled on a first come, first serve basis and will be used to accommodate guests with pets. When vacancies occur, authorized guests without pets may be placed in pet-friendly quarters after first advising them of the pet-friendly status of the unit.
4. Pet owners must provide proof of current rabies shot at the time of check in. Installations may require evidence of additional shots.
5. Pet owners are required to sign a “Pet Agreement” (format attached) at the time of check in.

6. Lodging staff will inspect units with the pet owner at check in and prior to checkout to assess room condition. Black light inspections of bedspreads, carpets, and curtains will be done and documented during these inspections.
7. Housekeeping must enter the unit daily to clean and inspect for damage.

Pet Policy Room Standards:

1. Lodging will provide two pet carriers per unit (one large container that is kept in the unit and an additional carrier available at the front desk). Pets must be containerized when left alone in the unit to allow housekeepers to enter and exit without harm.
2. Units will be equipped with pet water and food bowls and pooper-scoopers for the guests' convenience of cleaning up after their pets. Cat owners must provide their own litter boxes.
3. Pet-friendly TLF buildings will provide trash receptacles for pet waste at the rear of the buildings.
4. Units will be professionally dry cleaned every quarter or more often if needed. Lodging staff will shampoo carpets between every other guest.
5. Units will be professionally sprayed/bombed for fleas a minimum of quarterly and more often if necessary.

Pet Owner Responsibilities:

1. Abide by the Pet Agreement signed at check-in. Failure to do so will result in warnings and possible removal from lodging. It is recommended that the first violation be a verbal warning, the second violation result in the removal of the pet, and the third violation result in pet owner being asked to leave lodging.
2. Pets must be secured in TLF-provided pet containers when guest is not in the unit.
3. Pets are not allowed to sit directly on furniture or bedding.
4. Owners may not use lodging towels or linens to bathe pets.
5. Ensure pets are leashed when outside the facility. Clean up after pets by using the provided pooper-scoopers and trash receptacles.