

Pet Sitter Instruction Sheet

Give a sitter everything they need so they do not have to ring you, including the part most people leave out — what this animal is like when nothing is wrong.

Feeding, medication, the walk routine, house rules, the vet's number and the emergency contacts, laid out in the order a sitter will need them — finishing with a description of what this particular animal is like on an ordinary day.

ASSUME THE READER KNOWS NOTHING

Write it as though the reader has never met the animal, because one day that will be true. The line people most often leave out is the last one on this sheet — what this animal is like when nothing is wrong. Without it, a sitter has no way of telling an off day from an emergency.

THE ANIMAL

Name	Species and breed	Age	Sex
Colour and markings	Microchip number	Where the lead, carrier and food are kept	

FEEDING amounts as you actually measure them — cups, scoops or grams

When	Food and how much	Where it is kept	Notes
time of day			fussy? soaked? separate bowls?

MEDICATION AND TREATMENTS copy the label word for word — do not paraphrase it

Medicine	Amount and when	How it is given	Started	Notes
	as written on the label	in food? tablet?	dd/mm/yy	

WALKS, EXERCISE AND TOILETING

Walks — when and how long

Lead, harness or both

Off lead where, if at all

Recall — honestly

Reacts to

Toilet routine

HOUSE RULES AND HABITS the things a sitter would otherwise guess wrong

Allowed on furniture

Allowed upstairs

Rooms that are off limits

Sleeps where

Doors and gates to keep shut

Other animals in the house

WHAT NORMAL LOOKS LIKE FOR THIS ANIMAL eating, drinking, toileting, energy, noises, where it hides

IF SOMETHING IS WRONG

Vet practice

Phone

Out-of-hours vet and number

Owner

Reachable on

Second contact and number

Insurer and policy number

Consent to treat given to

Spending limit agreed