



Your foster animal is ready to be adopted! Yay!

Completing an Adoption from a PAWS Adoption Center

When our adoption centers are empty, we will ask you to drop off your foster animal(s) at one of our adoption centers. We do this to open up your space as a foster parent so you can save more lives, but also because this is the fastest and best way for your fosters to find their forever homes! (If you are feeling a little sad, you can always take home a brand new foster animal afterward!)

Completing an Adoption from Your Foster Home

If you are adopting your foster animal, your adoption fee will be based on the age we place them with you, NOT the age at which you are completing the adoption. You also need to tell staff you would like to adopt your foster animal BEFORE they are available for adoption, otherwise you may not get to keep them.

Once you have confirmed an applicant is approved by checking with staff, you can arrange a meet and greet. If your foster animal has multiple inquiries, please let all applicants know that the animal has interest and that meets are arranged as applicants are approved.

While you have an adopter meeting your foster, read over the medical paperwork with the adopter to make sure they know when the next vaccinations are due, combo test results for FeLV and FIV(cats), flea treatment due dates, as well as any lingering medical needs. Talk about what the ideal home for your foster animal looks like and listen for what the adopter is looking for to see if your foster matches. The goal is to find a good match for both the animal and the adopter.

After the applicants have met your foster animal, and everyone feels like it is a good match, the next steps are to complete the adoption contract. Extra contracts can be found here:

www.phillypaws.org/foster-resources. Ask the adopter to bring a non-cardboard carrier (cat)/leash and harness (dog), their payment, and their ID (example: Pennsylvania Drivers License or passport).

To complete the adoption paperwork: (cont. on back)

- Read through the adoption contract with the adopter. If you are adopting out a single kitten under the age of 6 months, please also go over the Single Kitten Waiver with the adopter. Read each bullet, and have them put their initials on the left side to show they understand and agree and a signature on the bottom.

- You, as the foster parent, will fill out the top right section with all of your foster animal's information, including their animal ID#. All of this information can be found on the animal's medical paperwork.
- The adopter will then complete the bottom section with all of their information; please make sure they fill it out completely and legibly.
- Lastly, separate the adoption contract. The adopter takes home the signed yellow copy (and Single Kitten Waiver if applicable). Return the signed white copy (and Single Kitten Waiver if applicable) to any PAWS location along with the payment within 7 days of completing the adoption.

Payment Options for the Adoption Fee:

In the foster home, an adopter can pay by three methods: Venmo, cash, or in person at the adoption center.

- **Venmo** is a phone application that adopters can link their bank account or credit card to. To pay by Venmo, you must watch the adopter process the payment through the app. Our account name is @phillypaws and the memo section is where the adopter can put the name and animal ID# of the foster animal they are adopting. There are two confirmation buttons, so please make sure they click on both and the payment goes through.
- **Cash** is acceptable as long as you, the foster parent, drop off the cash payment and contract in person; Cash cannot be mailed to a PAWS location. The cash payment and contract must be dropped off within 7 days of completing the application.
- **Adoption Center:** Adopters can pay BEFORE they take home the animal at an adoption center where we have a full register and can accept all forms of payment.
- **Checks:** PAWS doesn't accept checks except as a LAST resort. Please be sure to tell any potential adopters this BEFORE they come to meet your foster.

Animal Type	Adoption Fee (incl. tax)	Comments
Cats (6 months and older)	\$81	
Kittens (under 6 months)	\$135	Pair is \$216
Small adult dogs (1 year and older, <i>under</i> 25 pounds)	\$297	Philadelphia requires a \$18 city dog license fee
Large adult dogs (1 year and older, <i>over</i> 25 pounds)	\$162	Philadelphia requires a \$18 city dog license fee
Puppies (all dogs <1 year)	\$324	Philadelphia requires a \$18 city dog license fee

**City of Philadelphia residents must license their dog. The annual fee for spayed/neutered dogs is \$18. PAWS can complete the license paperwork for the adopter and mail them a city license if they pay the license fee of \$18. Foster parents should note this on a sticky note to turn in with the contract so we know to process this extra step!*