

If mailing registration form, mail to:  
USAG-HI DMWR  
Attention: Kennels • Bldg. #350,  
Eastman Road, WAAF, Schofield  
Barracks, HI 96857- 5019

**MWR Pet Kennels**  
99-951 Halawa Valley St.  
Aiea, Hawaii 96701



**REGISTRATION FORM**

Army    Air Force    Marines    Navy    Coast Guard    Reserves    DoD Civilian    Retiree

1. Sponsor/SpouseName \_\_\_\_\_
2. Current Address \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_
3. Phone#: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_ Work#: \_\_\_\_\_
4. Email: \_\_\_\_\_ DOD/CAC# \_\_\_\_\_
5. Military Unit/ Command/Employer/ Supervisor  
Rank/Name/Phone#: \_\_\_\_\_
6. Boarding dates (mm/dd/yyyy): **Start Date:** \_\_\_\_\_ **Pickup Date:** \_\_\_\_\_  
Dog / Cat Name \_\_\_\_\_ (Male - Female Spay / Neutered) Breed \_\_\_\_\_ Age \_\_\_\_\_ Weight \_\_\_\_\_  
Dog / Cat Name \_\_\_\_\_ (Male - Female Spay / Neutered) Breed \_\_\_\_\_ Age \_\_\_\_\_ Weight \_\_\_\_\_  
Dog / Cat Name \_\_\_\_\_ (Male - Female Spay / Neutered) Breed \_\_\_\_\_ Age \_\_\_\_\_ Weight \_\_\_\_\_
7. Vet Clinic's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

**\*\*Any permitted health issues History/Problem(s) if any:** \_\_\_\_\_

Designated (on island) individual responsible for the pet in case of any emergency (if you are not on Island at time of boarding): This individual who you assign has agreed to make decisions for medical treatment, financial responsibility and to take custody of the pet in the event of an emergency or abandonment.

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

8. **\*In case of an emergency** and contact cannot be made to owner or designated individual and MWR needs to take the pet/s to the vet, the **owner will be responsible for the bill at pick up.**
9. ***Policies:*** The Boarding Kennel will be used exclusively for the boarding of privately owned pets. This is a healthy pet only kennel facility, if we see any concerns with the pet, we will require a health Certificate from you vet clinic. \*Sick or injured pets will not be accepted at this facility.
10. Reservation form, payment, shot record and vet clearance (if needed) must be submitted to the boarding facility.
  - a. Pet shot record. All shots must be current within the year. Documented proof is required upon registration.  
Dogs must have **DA2PP (good for 1 or 3 yrs.), Bordetella /Kennel Cough (within 6 months during boarding)** vaccinations and wellness check/physical within the year with Negative facial. Dogs need to be on their monthly heartworm prevention.
    - (1) Puppies must have had all puppy series vaccinations including Bordetella to include all the above Dog standards.
    - (2) Cats are required to have FVRCP, FeLv and be FIV negative.
    - (3) Kittens need to have the kitten series vaccinations.
  - b. All animals must be examined by a vet on an annual basis. **Any animal showing signs of illness or any serious health problems will not be accepted. Pets that are vicious or aggressive towards our caretakers will not be accepted do to safety concerns. If pet show any of those characters during the boarding, the pet will not be able to board in the future.**
  - c. Pets must be free of fleas and ticks. A flea and tick topical ointment (Frontline/Advantix/etc.) must be applied 3 days prior to boarding or continue on regular monthly routine application date.
  - d. The pet owner or sponsor (if pet owner is not yet on island) will submit the registration form, a deposit of 2 night's stay, provide the updated shot records and any additional information when registering:

11. Priority for boarding animals is as follows:

This is a first come first serve facility for all Soldiers that are in short term deployed status (must show proof of orders), PCS In or Out, Emergency Leave, TDY or scheduled Leave. Other military branches active or reserve, Retired and DoD Civilians.

**12. Office hours/ pick-up & drop-off/ Visitations of pets are from 1000 - 1400, (7) days a week. On Federal Holidays we are closed.**

13. **Fees and charges:** are subject to change and will be posted on the facility. A two day boarding deposit is required in order to reserve boarding space at the kennel. The registration form and boarding deposit must be submitted within **5** days after making reservation to include shot record. The deposit will be refunded if the reservation is cancelled at least **10** days prior to drop off boarding date. Refund form must be filled out **NO LATER** than **10** days of cancelling. If credited for a future stay, reservation must be done no later than **90** days of cancellation date. If you don't reserve within the **90 days**, you will lose your credit. **Once credited, you can't get refunded.** Boarding of animals without reservations will only be accepted on space availability\* **Method of Payments: Visa or MasterCard/ Exact Cash**
14. **Waiting List:** If kennel space is not available for a projected reservation date, owners may be placed on a waiting list. We can also recommend other boarding facilities/alternatives.
15. **Sickness or any injury of your Pet:** While being boarded, the owner/sponsor will be contacted and responsible to pick up their animal and take them to a Veterinary Clinic for treatment. This facility allows dogs to play, socialize, and exercise with other friendly dogs. If you dog doesn't do well with other dogs please inform us because MWR Pet Kennels will not be responsible for any injuries i.e.) dogs bites, sprains, allergies, etc. Remember this is an outside facility. Any Veterinary treatments will not be provided on site at the boarding facility, we can provide recommendations to nearby clinics and pet hospitals.
16. **Personal pet items and food:** Owners are recommended to bring in their pet's personal items such as toys, chews, bedding, pillows, etc. These items make your pet as comfortable as possible, however the items will be allowed at the discretion of the kennel personnel. Food can be provided, or you may bring their own food in an Air tight/ Ant proof plastic container with a rubber seal or rubber gasket lid. Please clearly write the owner and pet's name on the food container. **Kennel personnel will not be responsible for personal items left in the kennel; dogs tend to destroy beds and break items in the kennels from boredom. If you bring your pet's own food and it is not in an airtight container, we are not responsible if ants get into the food and spoil it.**

**Release Statement**

1. In order to limit the potential exposure of boarded pets to infectious diseases, only those pets determined to be in good health can be accepted for boarding. Personal items left with pets must be approved by Kennel personnel. Collars, with tags affixed must accompany your dog to ensure proper identification.  
In the event that injury or death occurs to my pet(s) during their stay in this facility, I will hold harmless and not assert any claim for damages against the United States Army or any of its agencies or agents.
2. **By my signature hereon, I state that I have read and understand all Kennel boarding rules, and I understand that there is an increased exposure potential of infectious diseases during boarding. I have designated an on-island individual (alternate) to make decisions for medical treatment, financial responsibilities, and to take custody of my pet in the event that I cannot be reached or circumstances dictate removal of my pet from the Kennel. My alternate is fully aware of these responsibilities in the event he/she is required to remove my pet or satisfy all financial obligations arising from the pets boarding.**

Pet Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Special Instructions**

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