The policies stated below must be followed in order to receive veterinary privileges at the Mayport Veterinary Treatment Facility.

1. The Following policies are effective immediately

____ A. 1. All canines will be on a leash or in a carrier for the entire visit with the exception of the veterinary exam.
2. All felines will be in a carrier for entire visit, with the exception of the veterinary exam.
3. Disruptive animals (i.e. barking or aggressive dogs) will be asked to wait outside until an exam room is available.

____ B. 1. Children are ***highly discouraged*** from coming to the VTF.
2. Parents of the children are fully responsible for each child at all times. The waiting room is small and combining nervous animals with small children can often lead to bites.

____ C. 1. When a client makes an appointment and does not arrive on time, or does not keep the appointment; this will be considered a ***"NO SHOW".***
2. We require at least a 24 hour advance notice for all appointments to be cancelled.
3. For your convenience, we have a voicemail account available 24 hours a day to take your call. (904)270-7004.

____ D. 1. Millions of canines and felines are euthanized each year, therefore the VTF does not support breeding for profit or pleasure.
2. Any female pet seen at the VTF that has babies, the mother will be allotted 1 appointment as a check up, and will no longer be seen until she has been altered (spayed).
3. Babies of the mother will only be seen for the initial dapp vaccine (1), then the babies will no longer be allowed to be seen in the VTF's. The only exception is if the owner keeps all of the babies as personal pets.

____ E. 1. Any Conditions other than zoonotic disease are treated at the discretion of the veterinarian at this site. It must be understood this is **NOT a full service clinic**. We provided as many services as we are capable while still attending to our first mission. (Food inspection, providing full medical care for the Military Working Dogs and preventive medicine issues.)

____ F. Individuals authorized to receive veterinary service for privately owned animals are active duty and retired U.S. military members and their dependants, reservist and National Guards men who have been called to active duty and their dependants. Dependents must be at least 18 years old to request veterinary care for their animal.

____ G. 1. **Patrons may only bring two pets per day.**

____ H. 1. In the event of a PCS move or termination of military service other than retirement, that you please check out your pets health record and take them with you. **WE ARE UNABLE TO MAIL RECORDS.**

____ I. 1. Active duty members move frequently or change commands, we ask that you please keep your information updated with our staff. If your information in not current it will lead to difficulties in reuniting you with your pet in the event your animal is lost and then found.

____ J. 1. The information you provide to us is protected under the privacy act of 1974. Please review the statement on the top your Veterinary Health Record DD Form 2343.

I have read and understand the above stated policies. If I disregard any of the above stated policies I will lose veterinary privileges at the Mayport VTF.

Print Name: _____
Signature: _____
Date: _____