

## **Definitions**

### **Animal Shelter Fees**

**Adoption Fees** – The adoption fees for dogs and cats include spaying/neutering of the animal, a microchip, vaccinations and a nametag.

**Other Small Domestic Animals/Small Birds** – From time to time the Animal Shelter does receive other domestic small animals, which may be available to the public for adoption. Small domestic animals include but are not limited to birds, rabbits, ferrets, hamsters, guinea pigs, gerbils, rats and domestic pigs. However, if a small domestic animal is impounded, and redeemed by their owner, the owner will be subject to the appropriate redemption/cost of care fees.

**Spay/Neuter Deposit** - Per Montana State Law (7-23-4202) any publicly operated animal shelter may not offer for adoption any cat or dog that has not been spayed or neutered; unless a deposit for spaying or neutering the animal has been paid. The Great Falls Animal Shelter (Shelter) is requiring a spay/neuter deposit for animals that are six months of age or younger (too young to be spayed at the time of adoption).

The cost of spaying/neutering all other dogs and cats is included in the adoption fee. Those animals not already altered at the time of adoption will be transported to a veterinarian who is participating in the Shelter's Guardian Angel Program to be spayed/neutered.

A spay/neuter deposit would also be required if a new adoptee selects to take the animal home immediately (before being spayed/neutered) or in the event the new adoptee lives outside the City limits.

The spay/neuter deposit will be returned to new pet owner once documentation is provided showing the dog or cat is altered. Per Montana State Law the spay/neuter deposit must be forfeited if the spaying or neutering is not done within 30 days if the cat or dog is more than six months old at the time of adoption; or by the time the animal reaches the age of six months if the animal is less than six months old at the time of adoption, or within 30 days of the adoption, whichever is longer.

**Adoption Promotion Fee** - The Shelter may hold adoption promotion events throughout the year. The amount of the Adoption Promotion Fee would vary and allows dogs and cats to be adopted from the Shelter at a discounted rate. Oftentimes, the promotional rate would be offset by the Guardian Angel Fund and the Adoption Fund. The Adoption Promotion Fee would be used based on space or on an as needed basis.

**Nametags** – Dog and cat nametags are sold at the Shelter for a nominal fee.

**Surrender Fee** – A surrender fee will be charged to an owner who surrenders an unwanted animal(s) to the Shelter. An additional fee will be charged to those owners who surrender a litter to the Shelter. The fee helps offset the initial intake/processing cost of the animal and general cost of care.

**Microchip** – The public can purchase microchips for their dogs and cats from the Shelter for a fee (however, microchipping is already included in the cost of dog and cat adoptions). Microchipping is a simple procedure that involves injecting a microchip beneath the surface of the pet's skin, between the shoulder blades. The microchip ID code is one of a kind. When the pet is taken to an animal shelter or veterinary clinic, they scan the pet for a microchip and read its unique code. The code is stored with the pet's profile and linked to the owner's information. The Shelter is currently utilizing the HomeAgain National Pet Recovery Database. Microchips are designed to last a pet's entire lifetime. Virtually all vets and animal shelters across the country are equipped with microchip readers.

**Animal Registration (also known as animal licenses)** – Per City Code any person keeping or harboring any dog or domestic cat over six months of age must register the animal by paying a registration fee. The Shelter sells both annual and lifetime registrations, proof of vaccinations are required. The cost of registration varies based on whether or not the animal is altered. Lifetime registrations are only available to be purchased for those animals that are altered. Registrations are valid for a period of 12 months from the date of purchase. Animal registrations are sometimes referred to as animal licenses.

**Service Animals** –Per City Code and the U.S. Department of Justice Civil Rights Division’s ADA Revised Requirements, Service Animals are defined as dogs that are individually trained to do work or perform tasks for people with disabilities. Service Animals are working animals, not pets. The work or task a dog has been trained to provide must be directly related to the person’s disability. Dogs whose sole function is to provide comfort or emotional support do not qualify as service animals (often referred to as companion or therapy animals). Per City Code, Service Animals should be registered but a fee will not be charged. If a Service Animal is impounded, the appropriate fees will be charged.

**Impounded Animals/Redemption** - The owner of any pet animal which has been impounded, upon proving ownership, may redeem the pet from the Great Falls Animal Shelter once they pay a registration fee (for unregistered pet animals); a daily cost of care fee for each day that the animal has been held in the Shelter; a fee for rabies vaccination if the pet is not vaccinated; and any veterinary fees incurred while the animal is at the Shelter.

**Administration Fee** –This fee helps off-set the cost of staff time involved in the intake process of impounded animals and includes the costs associated with setting up an animal up with shelter, food, water and bedding.

**Triage/Vaccination Fee** - This fee includes a basic health assessment (temperature, weight, eyes, ears, etc.) as well as the Da2PPv (distemper/parvo), bordatella (kennel cough) vaccinations and de-worming for dogs and the FvRCP (feline distemper) vaccinations and deworming for cats. Vaccinations will not be administered and the applicable fee will not be charged until the 72-hour hold time has passed.

**Vaccinations** – Per City Code It is unlawful for any person to keep, maintain or harbor any dog, cat, ferret or horse over six months of age unless it has had a current anti-rabies vaccine administered under the direction of the public health officer by a licensed veterinarian or with any other vaccine approved by the public health officer and the state veterinarian.

**Veterinary Care/Bills** – The owner of an impounded animal is responsible for any veterinary services and associated costs while their animal is at the Shelter.

**Rabies Deposit** - The owner of any dog or cat which does not have proof of rabies vaccination must pay a refundable fee. The fee will be refunded when the owner provides proof of vaccination.

**Cost of Care** – The cost of care covers the daily expenses associated with caring for impounded animals; it includes the cost of staff time, food, water and shelter as well as basic utility expenses (heat, electricity, water, etc.).

expenses (heat, electricity, water, etc.). In most situations court mandated animals tend to be aggressive or bite cases and may need to involve at least two staff members, these animals have longer stays times and need to be isolated from other animals.

**Court Mandated Euthanasia** – In the event of court mandated euthanasia, this fee is charged to the pet owner and covers the cost of the contracted vet who provides the service, decapitation if necessary (required in bite cases), rabies testing and the general disposal and processing of the animal.

**Cremation Services** – The Shelter offers pet cremation services to the Great Falls community, local veterinary offices and the surrounding areas. Owners have the option of selecting general, segregated or individual cremation options. The processing fee covers the cost of the urn, lapel pin, paw print and cremation certificate (the processing fee is not charged to those who select General Cremation).

### **Animal Control Definitions**

**Wild Animals License Certificate** – Anyone who wishes to keep a wild animal in their home or on their property is required to obtain a Wild Animal License Certificate and is subject to the appropriate one-time registration fee and annual renewal fee. An inspection of the property must be completed by an Animal Control Officer before the certificate can be granted. Renewals are required within 60 days of the expiration day of the initial application.

**Multiple Animal Permits** – A Multiple Animal Permit is required for any person, family, or household owning or harboring more than two dogs over six months of age and two cats over six months of age for more than 30 days. Multiple Animal Permits are issued on a two-year basis. Those residents who have purchased and hold lifetime Multiple Animal Permits will continue to have their permit honored as long as the terms of the original permits continue to be met.

**Multiple Animal Hobby Breeder Permit** – A Multiple Animal Hobby Breeder Permit is required for any person, family, or household owning or harboring more dogs and cats than are permitted by City Code and who intend to breed their animals. The holder of a regular Multiple Animal Permit or a person holding no Multiple Animal Permit must apply for a Multiple Animal Hobby Breeder Permit within 10 days of the birth of a litter.

**Commercial Kennels** - A Commercial Kennel Permit is required for any individual who wishes to engage in the boarding and/or breeding of dogs, cats, reptiles, or any other pet animal for compensation. This process is currently coordinated through the Planning and Community Development Department and applicants are required to receive a Safety Inspection Certificate (SIC) before opening for business. Commercial kennels are only allowed in approved zoning districts outlined in Title 17 of the City Code (those zoning districts include C-2, C-3, GFIA and I-1).

**Bee Hive Owner/Bee Keeper Registration & Licensing** – Any person wishing to maintain honeybees on their property must pay a one-time registration fee to be recognized as a “bee keeper or bee hive owner” and license their bee hives each year, including the first year. No more than five hives of honeybees are allowed on each one-quarter acre of property or less.