



# Registration Form

**OFFICE TO COMPLETE**

RESIDENT GH DATE.....AM/PM  
 DATE/TIME OF GROOM.....  
 RESIDENT/COLLECT/OWNER DROP  
 OFF?.....  
 GUIDE/PRICE GIVEN £.....

**I pride myself on getting to know each dog and their owners so that I can tailor my services to meet their/your needs. If I cannot meet or talk to you in person to take the first booking, you can complete this form with one of my colleagues. Please don't hesitate to contact me on 07912 420864 or [leigh@foxydogs.co.uk](mailto:leigh@foxydogs.co.uk) if you have any questions or concerns. Kind regards from Leighann Wright, Manager/Groomer.**

**IDENTITY & CONTACT DETAILS**

Breed	Dogs name	Owner last name	Owner first name
Colour			
M/F	Other dogs in family?	Name(s):	Age
Mobile tel	Email	Address	
Home tel			
Emergency contact name	Tel	Vet	Microchipped?

**HEALTH & NATURE**

Allergies?	Vision/Hearing problems?	Skin conditions? (circle) lumps/hotspots/cysts/warts/flaky/itchy/canine eczema?	Arthritic/stamina/mobility problems?
Seizure history?	Diabetes?	Bladder/bowel problems?	Heart/lung/breathing problems?
Regular medication?	Known interaction with infectious disease?	Neutered?	If un-spayed, date of last season?
Vaccinated?	Pet plan/programme for worming/flea treatment?	Personality? (circle) timid/playful/anxious/friendly/reactive/affectionate/happy	Aggression to animals/humans?
Professionally groomed before?	If yes, any problems with the groom?	Things your dog likes/dislikes?	

**As much detail here as possible about health or temperament issues please.....**

**GROOMING REQUIREMENTS**

Preferred style/finish?	Coat condition? (circle) knotty/matted/heavy/shedding/ too long/oily/dirty	<b>GROOMER USE ONLY</b> COAT TYPE BODY HEAD
Specific instructions for ears/tail/face/leg/body length?	Ear clean/pluck?	TAIL SHAMPOO DRYING METHOD
Specific grooming fears known?	Nail trim/check?	
	Shave sanitary area short?	

**As much detail here as possible about what you'd like me to do or not do please.....**

**PLEASE READ & SIGN BELOW: -**

Full terms and conditions overleaf including my data handling policy.

**I confirm my dog is fit and well to undergo the grooming process. I confirm that all the facts I supplied are true. I consent to photos of my dog before/during/after grooming being used for advertising purposes by FoxyDogs\*. No personal information relating to my identity will be used (only the dog's name). \*Delete sentence if no promotional pictures may be used.**

Signed for FoxyDogs..... Owner .....Date.....



# Terms & Conditions

## CONSENT TO GROOMING SERVICES:

You confirm your dog is fit and well to undergo the grooming process. The groomer will not be held liable or responsible for irritation, abrasion, patchiness or hair loss due to any pre-existing skin condition, or as a result of the process of grooming, de-matting, thinning, stripping or shaving, or any mishap caused by your non-disclosure of your pet's medical condition or behaviour. If your dog is severely matted, you agree that the groomer has the discretion to humanely remove the matting by shaving under it which may result in a shorter trim than desirable. The groomer will always discuss this option with you when possible but will act in the best interests and comfort of your pet. If your pet bites or attempts to bite any person or pet, at the discretion of the groomer, treatment may stop & you will pay for all work done to that point & will pay the full cost of all damage & expense your pet has incurred. If you fail to collect/receive your pet at the agreed time, you will pay all extra costs due. If your pet harbours any parasites, they will be cleared at your expense. If your pet's health causes concern, veterinary treatment will be sought at your expense. You confirm that all the facts you supplied are true. You agree to pay for appointments missed/cancelled without adequate notice. You accept & consent entirely to all the terms & conditions shown. This policy was created on 7<sup>th</sup> May 2017.

## FOXYDOGS PRIVACY POLICY:

FoxyDogs takes your privacy seriously and is committed to protecting your personal information. This notice sets out how the information you provide me with is used so I can provide you with a grooming service.

### Your information

I will need to collect data such as your name, address and contact details. I need these, so I can collect and drop off your dog and/or contact you if there is a problem. I will also need details about your dog, including the vets you use and any medical conditions or behavioural issues he/she may have. Without this information I cannot provide a safe grooming service. I may collect pictures or videos of the work I do to record and track progress, condition, finish, health concerns and to use on my social media and/or website to promote my services. Your dog's name may be used by me during such promotion, but I will never use your name to identify such pictures publicly. You may comment and flag the dog as your own if you want to.

### How your information will be kept

Your FoxyDogs Client Registration Form including your and your dog's information and your consent signature which you completed with me and signed during registration (first groom), will be kept by me in a file in my locked Studio.

This information will be entered into my bespoke grooming and booking software: Pawfinity. This is a secure certified site and my account is fully password protected.

Your dog's photographs, along with your name/address/phone number will be kept in my mobile telephone which is secure password and finger print security protected.

### How the law applies to FoxyDogs use of personal information

I will only use your personal information if I have:

- Asked you and have a record of your recent consent for me to do so
- A legal obligation to use or disclose information about you

FoxyDogs will not rent, swap or sell your personal information to other organisations for them to use in their own marketing activities. You can withdraw your consent to use your information at any time by calling 07912 420864 or emailing leigh@foxydogs.co.uk.

### How long do I need to keep information?

As a customer of FoxyDogs, I will hold your information for one year after you last contacted me. After this time any paper records I may have will be shredded and disposed of, your data record on my grooming software deleted and any contact information in my phone deleted.

This policy was created on 2<sup>nd</sup> of July 2018

## GENERAL LIABILITY WAIVER:

FoxyDogs employs extensive safety and sanitary precautions to ensure your pet's safety and health. Despite reasonable and prudent efforts, some pets may experience common side effects of the grooming process, including but not limited to: clipper burn, exposure of the quick, reactions to parasite removal and de-shedding treatments, hair splinters, and sharp nails (after clipping). By signing this agreement, you (the client) agree to relieve FoxyDogs, and its agents from any and all liabilities, and/or costs associated with any veterinary care, symptoms or discomfort of your pet related to or presenting after services rendered by FoxyDogs. The pursuit of any veterinary, behavioural, or rehabilitation services and the payment there of, is the sole responsibility of the pet owner. Additionally, you agree to relieve FoxyDogs and its agents from any and all liability associated with damages to person, pet, or property by or relating to services rendered or service equipment used by FoxyDogs and its agents.

This policy was created on 30<sup>th</sup> of November 2017 and was last modified 4<sup>th</sup> of March 2018