

Chesapeake Bay Retriever Bay Relief and Rescue Policy & Procedure Manual

Policy	<u>Surrendering Policy:</u> All requests for the release of a dog into the care and ownership of CBRRR, must include a fully completed surrender application, Intake over the phone, hands on evaluation by a trained volunteer prior to acceptance into a fosters' or adopters' home. Trained fosters will continue to evaluate to help us place the dog in the correct home	
Name of Procedure	Proper Intake of Dog into CBRRR ownership	
Reference Number		
Applicable Parties	Regional Managers CBRRR Fosters CBRRR Volunteers	
Effective Date		
Impacted Documentation	Surrender Application Technology Committee	
Procedures	Requests for the release of a dog into the care and ownership of CBRR&R must include a fully completed surrender application prior to acceptance into a fosters' or adopters' home. Volunteers who evaluate dogs must complete all required training and must have a signed Volunteer Policy document on file. Surrender must comply with written procedures.	
Approved by / Date	Board of Directors	12/21/2022