

PETS WELCOME POLICY & AGREEMENT

Housing & Dining Services



I. PURPOSE

The University of Wyoming has developed the following policy and agreement pursuant to University Regulation 6-4, which allows for pet-friendly University housing facilities as designated by Housing and Dining Services (see Appendix A). In cases of assistance animals or service animals, please contact University Disability Support Services (UDSS) at udss@uwyo.edu or 307-766-6189.

For the purpose of this document, the term Resident refers to the pet owner.

II. APPLICATION AND APPROVAL PROCESS FOR PET AND FEE

If you have selected an apartment that is pet friendly and you intend to bring a pet, the Pets Welcome Policy and Agreement must be completed, returned to Apartment Staff, and approved prior to the pet residing in the apartment.

You must also include the following documents with your signed pet application form:

- Proof of required vaccinations and verification of pet's weight.
- A photograph of your pet.

After initial approval, your pet must be registered annually with Housing & Dining Services.

A \$300.00 nonrefundable fee will be paid annually to Housing & Dining Services if the pet is approved. This fee will be used to cover the costs associated with having pets on the property, including but not limited to cleaning the unit once it is vacated. This fee needs to be paid to Housing & Dining Services within 5 business days after receiving this agreement.

III. CATEGORIES AND NUMBER OF PERMITTED PETS

- Approved pets are limited to:
 - 1 cat or 1 dog, with certain limitations (see below)
 - 1 small caged pet (limited to rabbits, guinea pigs, hedgehogs, hamsters, gerbils, ferrets, mice, and rats)
- A maximum of 1 pet is permitted per lease holder.
- If the leaseholder, or roommates, have a total of 2 assistance dogs, cats or a combination then the 1 pet covered in this agreement will not be allowed. All assistance animals must be approved by the University of Wyoming Disability Support Services office before residing in University of Wyoming Housing.
- Limitations
 - Dogs must weigh 40 pounds or less.
 - All pets permitted under this policy must be indoor, domesticated, and must not be aggressive.
- Overnight pet "guests" and pet-sitting are not permitted.

IV. PET REGULATIONS

- Residents must comply with any and all laws and municipal regulations regarding pet ownership.
- All cats, dogs, and ferrets must have current vaccinations and documentation (i.e. tags and records) in accordance with the City of Laramie regulations, and a current photo on file with Housing and Dining Services. Tags should also include owner name and contact information. Information on the City regulations can be obtained [here](#).
- Pets shall not be kept, bred, or used for any commercial purpose. The University recommends that all cats and dogs be spayed or neutered by six months of age unless the procedure is deemed medically unsafe by a veterinarian.
- In the event that a pet is not being properly cared for, Housing & Dining Services will contact the Resident or the pet's emergency contact to remove the pet. If this is not successful, Housing & Dining Services will notify the City of Laramie's

Animal Control Center and the pet may be removed. Any cost for removing the pet if the Resident is not present, and arrangements have not been made by the Resident for the pet to be removed or cared for, shall be the responsibility of the Resident. The University additionally reserves the right to remove the pet without involvement of Laramie Animal Control.

- The pet must be under the control of the Resident, such as on a leash or in a carrier, when being transported to and from the apartment. The Resident is responsible at all times for the actions of their pet.
- Pets may not be leashed outside an apartment if unattended.
- Pets must not be taken inside any administrative, academic, or athletic facilities or buildings, including but not limited to the UW Apartments Community Center in accordance with UW Regulation 6-4.
- When dogs are left unattended in the Resident's apartment, they are required to be stored in a crate, carrier, or kennel. Small, caged pets must be secured in their cage when left unattended.
- Resident must confine, restrain, or maintain control over the pet during apartment inspections and maintenance visits. This containment will allow University officials to routinely access the residential facilities for maintenance and other routine tasks without posing a risk to the pet or University staff.
- Roommates are in no way responsible for the care or maintenance of their roommate's pets.
- Housing & Dining Services strongly encourages that all dogs go through obedience training.
- If the pet is a cat, it must be trained to use a litter box. If the pet is a dog, it must be housebroken. If the pet is a small caged pet, all waste must be contained within the cage or an appropriate litterbox.
- Resident is responsible for cleaning up all pet waste (both indoors and outdoors). Residents must remove feces, dispose of it in a plastic bag, and then place the bag in an outside garbage dumpster. Cleanup must occur immediately.
- Resident must take adequate precautions to eliminate any pet odors within or around the premises and to maintain the premises in a sanitary condition at all times. Resident is responsible for regular and routine cleaning of floors, kennels, cages, and litter boxes. The odor of a pet emanating beyond the boundaries of the apartment is not acceptable.
- Flea infestation must be attended to promptly in consultation with the Housing PEAK (Pest Equipment Access Keys) team. Any applicable pest or rodent treatment caused by the pet will occur at the Resident's expense.
- Residents must monitor the pet's behavior and noise levels and prevent frequent howling, yelping, barking, or other disturbances to neighbors. Pets must not disrupt the community (e.g., barking, howling, etc.).
- If a pet is involved in an incident where a person experiences either the threat of or an actual injury as a result of the pet's behavior, the pet is subject to removal, at the discretion of the Associate Vice President of Business Enterprises or designee.
- The pet owner will take all reasonable precautions to protect the property of the University and the residents.
- The owner will notify Housing & Dining Services and Laramie Animal Control if the pet has escaped its confines and is unable to be located within two (2) hours.
- Continued standards of cleanliness, as related to health issues, are expected. Owners have an obligation to make sure that the apartment is as clean as the original standard. This includes thoroughly cleaning and vacuuming carpets, floors, fabric window coverings, and University furniture. Additional cleaning fees may be charged to the Resident for cleaning that requires additional resources and/or Resident's apartment deposit may be retained. The condition of the apartment will be assessed periodically throughout the lease term. If an inspection reveals pet damage or an unsanitary condition, Resident is financially responsible and will be charged for the full cost of cleaning, materials, repairs, and labor.
- Any resident that is found to have a pet living in a University Apartment without approval is subject to a penalty fee of \$500.00. Immediate removal of the pet is required. Should the resident reside in a pet-friendly unit, a pet application can be submitted, and if approved, the pet remain. If approved, the \$250.00 nonrefundable fee is also required.

V. DAMAGES, SAFETY AND OTHER CONCERNS

The University is not responsible for any pet on the property, including any injury that may occur to or is caused by the pet. Resident is financially responsible for any property damage, bodily injury or personal injury caused by the pet. The University recommends the Resident have renters insurance or other personal liability insurance that includes coverage for damage done by the pet. The Resident will hold the University harmless in the event the pet goes missing and for any and all claims, legal actions, damages, costs and fees related to bodily injury or property damage caused by the pet.

If University, in its sole discretion, determines that the pet is causing damage or an unsanitary condition or is a nuisance or threat to the safety or security of any person or property, or Resident is in violation of these policies, University may require Resident to remove the pet from the premises. Failure to remove the pet after University's request for removal shall be considered a violation of the lease and is grounds for termination. Pets which constitute a nuisance or are a danger to other residents, as determined by the Associate Vice President of Business Enterprises or designee, must be removed immediately after notification by the Director of Housing or designee. Nothing in this paragraph shall limit the University to the foregoing remedy if the Resident is in violation of these policies.

VI. VACATING THE APARTMENT AND DAMAGES

When the Resident moves out of their apartment or no longer owns the pet, housing or residence life staff will complete a checkout with the Resident. Any costs for damages caused by the pet are the responsibility of Resident.

VII. ACKNOWLEDGEMENT

My signature acknowledges that I have read and understand the Pets Welcome Policy and Agreement and agree to abide by all standards and expectations. Additionally, I will not adopt, purchase, or bring a pet of any kind until my application is approved by Housing and Dining Services. I have no prior knowledge of any aggressive or violent behavior of the pet identified in my application. Failure to abide by this policy and Agreement may result in removal of the pet from the University housing and/or possible termination of the housing lease.

Resident Name: _____

Signature of Resident

Date

Information to be kept in our housing database:

<u>Student/Owner Information:</u> Name	<u>Veterinarian Information:</u> Vet Name
W#	Vet Address
UW email	Vet Phone #
Residential Assignment	Upload Pet's Current Vaccination Records
Cell Phone #	Emergency Contact (name, address, phone) for Pet
Permanent Home Address	

<u>Pet Information:</u> Pet Name	<u>Pet Photo</u>
Pet License #	
Pet Type (cat, dog, caged pet)	
Pet Breed/Description	
Pet Sex Pet Age	
Pet Color Pet Weight	

Acknowledgement: Acknowledgement that student has received, reviewed, and agrees to the terms of the pet policy

Resident Name: _____

Signature of Resident

Date

Appendix A

Pet Friendly University Housing Facilities

White Hall 103, Downey Hall 103, McIntyre Hall 103, Orr Hall 103, River Village 702, and Landmark 373-468.