

Document Name	MLHR Animal Surrender Policy
Version reference	1.0
Document Owner	The Board
Governance Code Principle no	Principle 3: Leading People Standard 3.4: Agree operational policies where necessary, to guide the actions of everyone involved in your charity.
Approved by	The Board
Date approved	2021
Date for revision or review	2024



From time to time, animals are surrendered into our care. There are many reasons for this, including but not limited to: elderly owners no longer able to care of them; owners evicted from homes or farms; human welfare issues; owners having taken on animals without the knowledge or experience to care for them etc. We do not judge these owners when they find themselves in circumstances beyond their control, and we will, where at all possible, take their animals into care.

Process

- Where we feel that the health and welfare (or even life) of the animal is under threat, we will always try to make provision for them within MLHR.
- The surrender form will be filled in by the person surrendering the animal;
- We ask, if possible, for a donation to MLHR in order to help cover the costs that will be incurred by the organisation.
- When we take in a surrender, the ownership of the animal will be transferred into the name of MLHR and those animals for whom this is relevant will be microchipped.
- In emergency circumstances, where an animal has to be removed and MLHR does not have
 the space for them, we will engage with fosterers or adopters who have already passed the
 home check, in order to seek their assistance in providing a home for the animal in question.
 The animal will still be transferred into the name of MLHR.

Return of previously adopted MLHR animals

There are circumstances within which an adopter of an MLHR animal requests to surrender back the animal. These animals are already in the name of MLHR and we take them back in without question, as we do not wish an animal to remain in the care of someone who is no longer in a position to care for them. The adoption fee is not however refundable.

Signed .	AL Davez	Signed. Colle
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