



Angel-Paws Inc. Animal Rescue North Queensland
PO Box 119
Thuringowa Central
Queensland Australia 4817
Email: info@angelpawsinc.com.au Mobile: 0405 046 521

NOTE: Legally Angel-Paws Inc. cannot take ownership of an animal unless:

- *it has been surrendered (signed over to us) by the registered owner*
- OR
- *If the animal is classed as a stray, the process of finding the registered owner has been followed.*

Animal Surrender Process

1. All animals must be surrendered *in writing* and *via email* to info@angelpawsinc.com.au
2. A full description of the animal is required including age, sex, behavioural and medical history plus a photo.
3. Once we receive the above information, a Surrender Application Form will be sent for you to complete.
4. A surrender fee may apply and will be discussed on application
5. When you have completed the Surrender Application Form, email it to us (info@angelpawsinc.com.au) and wait for further contact from our team.

If you believe it is a stray animal:

1. In the first instance take it to a vet and check for a micro-chip
2. If the animal is *NOT* micro-chipped and you choose *NOT* to leave the animal with the clinic you will need to keep the animal and advertise on relevant media i.e. the radio, the newspaper, Lost and Found sites on Facebook and with the Council for a minimum of 2 weeks. This gives the owner the opportunity to reclaim his/her pet. If after this time you have not been able to find the owner, you will need to follow the above-mentioned process for a surrendered animal.
3. Please *DO NOT* contact Angel-Paws Inc. unless these steps have been completed first.

If you are a volunteer with Angel-Paws Inc:

1. Volunteers with Angel-Paws Inc. *DO NOT* have the legal authority to accept a surrendered animal unless it is authorised by a Senior Animal Coordinator. No exceptions.
2. Angel-Paws Inc. understands that you are not an employee and can decide how active you wish to be within the animal rescue community, however we do ask that if you foster for multiple rescues or take on strays and you have one of our animals in care you advise us immediately.
3. If you do not agree with these guidelines, please advise your coordinator immediately.