

Evaluating Potential Adopters

Use the [Dog Adopter Questionnaires](#) and [Cat Adopter Questionnaires](#) to help!

1. **Interview carefully.** You should interview potential adopters carefully to ensure they are a good fit for your pet. You can use the sample adoption interview questionnaire we have provided for you in this guide.
2. **Be thorough.** You should thoroughly review all questionnaire forms and information. Being thorough will help you evaluate whether or not the potential adopter and their home is compatible with the unique needs of your pet. Does your pet get along with small children? Does your pet need a lot of room to run? Does your pet get along with other animals? Does your pet have a lot of energy? It is important to make sure that your pet fits into the life and lifestyle of a potential adopter and that your pet is a good match for the type of companion animal the potential adopter is looking for.
3. **Going above and beyond.** If you are looking for additional ways to make an informed decision on whether or not the potential adopter is a good placement option for your pet, you can ask for additional information including references from a friend or neighbor, what clinic or practice they currently seek veterinary care from or where are they looking to establish a relationship for veterinary care, or whether the potential adopter's current pets are received routine medical care.
4. **Give yourself some time.** Rehoming your pet is a big decision and a difficult one at that. Take the time you need to review applications and interview potential adopters. Do not allow yourself to feel pressured into making a quick decision or a decision that you are not completely comfortable with. Your judgment is your best guide and if you do not feel that the potential adopter is a good fit, chances are you are right.
5. **Follow-up.** Establish a communication plan with the potential adopter so that you can follow-up with them and give them an opportunity to contact you with any questions or concerns they may have. Open and honest dialogue is an important part of the rehoming process. Be sure to establish a communication plan so that you can follow-up on your pet after they are adopted to see how they are adjusting in their new home with their new family.

The Adoption Process

Once you have found the perfect new home for your pet, the adoption process can begin.

1. **Arrange the meetup.** Arrange a time and public place for you and the adopter to meet up. A well known spot and area is recommended for your safety. To help your pet transition into their new home, it is important to provide their favorite toys, bedding, carrier, kennel, litter box, and/or other familiar items. It is also nice to give the adopter any remaining pet food you have so they know what diet your pet is eating so they can either continue to provide the same food or successfully transition the pet onto a new diet.
2. **Transfer records.** It is important to provide the new owner with copies of any and all veterinary records you have. To make the transfer super easy, you should offer to contact your veterinarian to send the pet's records directly to the new owner's preferred veterinary clinic. You may need to provide this request in writing to your veterinarian. Be sure to alert your clinic of the new ownership in the process.
3. **Document the change of ownership.** It is incredibly important that you create a written document and record the transfer of ownership to the adopter. The document should be signed by both you and the adopter and as the previous owner, you should retain a copy for your own personal records. Use the [Transfer of Ownership Agreement](#).
4. **Update the microchip.** If the pet is microchipped, it is important to update the information registered to the microchip. You can do this by contacting the database where the microchip is registered (such as Found Animals, Home Again, 24PetWatch) and notifying them of the change of ownership and the new owner's contact information. Be sure to provide the new owner with the pet's microchip information and remind them to keep their own contact information up-to-date on the registry. Microchips can be registered for free with Found Animals using their website at <https://www.foundanimals.org/microchip-registry/>
5. **Notify the shelter or rescue.** If you adopted the pet from a local rescue or shelter, be sure to contact them and let them know that you have rehomed the animal and give them the new owner's information so they can update their ownership records.