



Hearthway, Inc.

PET POLICY

This form, Emergency Pet Contact form, and any required vaccination records, spay/neuter verifications must be submitted to the Leasing Department once complete. If not submitted the pet will be considered unauthorized.

Email To: leasing@hearthway.org.

Mail To: Hearthway, Inc. P.O. Box 1180 Pittsfield, MA 01202-1180

Residents will be allowed to keep a common household pet in their apartments providing the following policy is adhered to:

1. The types of pets allowed are cats, small and medium size dogs (maximum of 45 pounds, no large breeds), birds, rodents, fish (30 gallon tanks or less), and turtles.
2. One pet per household will be allowed.
3. Pet owners are responsible for the removal of pet waste from the property. Cat litter boxes are to be changed at least once a week. Do not dispose of any pet waste material (i.e., cat litter) in sink, toilet, or tub. Please double bag all waste and properly dispose of in the designated trash receptacles. Check with Management to learn where these areas are.
4. At all times, all pets must be on a leash and supervised by a responsible person. No pets should be unattended anywhere on the property.
5. No visiting pets are allowed.
6. Pets are not allowed in the community rooms or laundry rooms.
7. Absolutely no unregistered pets are allowed on the property. **All pets** must be registered with the property owner/agent **before** the pet is brought on the premises. It is the tenant's responsibility to submit all required documentation. Registration will include (a) a completed pet identification form which includes information to identify the pet and the name, address and phone number of two other responsible persons that will care for the pet if the pet owner dies, becomes incapacitated or unable to care for the pet, and (b) a certificate from a local veterinarian or state or local authority empowered to inoculate animals stating that the pet has had all of its required inoculations, and (c) verification that cats and dogs have been spayed or neutered, or verification of a scheduled appointment for this procedure and (d) verification of licenses for dogs. In the event verification of scheduled appointment is accepted to meet the spay/neuter requirements, it is the tenant's responsibility to submit the certification of completion of this procedure. Tenants must submit to owner/agent updated license and vaccinations at time of expiration.
8. If the resident dies or no longer can care for the pet the property owner/agent will contact the individuals as stated on the Pet Registration form. If those people are not willing to care for the pet or if those people cannot be reached the property owner/agent will contact local or state authorities.

Initial _____ Date _____



9. Pets must not be left unattended for more than 12 hours for a dog and 24 hours for all other pets. If a tenant is absent from their unit for an extended period, they must notify the owner/agent and register responsible care for the pet.
10. The owner of the pet is responsible for noise control of the pet.
11. Upon notification from Hearthway, Inc. staff of necessary entry to the unit, all pets must be properly restrained/contained (crate, cage, leash, etc.).
12. If the pet is determined to be a nuisance or dangerous as defined below by MA laws, action may be taken to have the pet removed from the property. This may include reporting the pet to the proper authorities and if the keeper or owner of the pet is found in violation of the items under this section, the pet may be subject to seizure and impoundment.
 - A pet that without justification, attacks a person or domestic animal causing physical injury or death; or
 - A pet that behaves in a manner that a reasonable person would believe poses an unjustified imminent threat of physical injury or death to a person or to a domestic or owned animal.
 - A pet that by excessive barking or other disturbance, is a source of annoyance to a sick person residing in the vicinity; or
 - A pet that by excessive barking, or noise, causing damage or other interference, a reasonable person would find such behavior disruptive to one's quiet and peaceful enjoyment; or
 - A pet that has threatened or attacked a domestic animal or a person, but such threat or attack was not a grossly disproportionate reaction under all the circumstances.
13. If any of these policies are not followed and at owner/agent discretion, further lease/policy enforcement action will be taken.
14. In accordance with Section 504 of the Rehabilitation Act of 1973 and The Fair Housing Amendments Act, Hearthway, Inc. will make reasonable accommodations to this policy for people with disabilities.

SIGNATURE OF RESIDENT

DATE

SIGNATURE OF RESIDENT

DATE

Initial _____ Date_____



Resident

Apt. #

Property Name

PET IDENTIFICATION FORM

Please submit a picture of the pet if possible

Type of Pet

Name of Pet

Age

Color

Weight

License #

(If applicable)

Name and address of persons to be contacted if pet owner can no longer care for pet.

1. Name

Address

City, State, Zip

Phone #

2. Name

Address

City, State, Zip

Phone #

Resident Signature

Date

Resident Signature

Initial _____ Date _____