

Handled

BY HENNA

FREE PET-CARE RESOURCE

The Pet & Home Handoff Checklist

A calm, practical way to prepare your pet, your home, and the person caring for both.

HOW TO USE IT

Complete this with your caregiver during the meet and greet. Be specific about what normal looks like for your pet. Keep a finished copy where it is easy to find.

PET NAME

OWNER NAME

DATE UPDATED

PRIMARY CONTACT

BACKUP CONTACT

Keep access details offline

Do not email or submit door codes, alarm details, key locations, medical records, or payment information through a public form. Share sensitive details directly using the method you and your caregiver agree on.

PET AND ROUTINE

Start with what normal looks like.

The small details help a caregiver notice when something feels different.

01

Your pet

- ☐ Full name, age, species, breed, and a current photo
- ☐ Temperament with new people and other animals
- ☐ Normal energy, appetite, bathroom habits, and mobility
- ☐ Known fears, triggers, escape risks, or guarding behavior
- ☐ Places your pet may hide or refuse to leave
- ☐ Handling they enjoy and handling they do not tolerate

02

Daily routine

- ☐ Meal times, portions, food location, and preparation
- ☐ Fresh-water routine and bowl locations
- ☐ Treat rules and foods that are not allowed
- ☐ Usual bathroom schedule and where supplies are kept
- ☐ Favorite toys, rest spots, cues, and comfort routines
- ☐ Medication or medical needs to discuss before booking

Handled by Henna does not currently administer medication. Discuss every special-care need before scheduling.

03

Walks and outside time

- ☐ Leash, harness, waste bags, towel, and backup supplies
- ☐ The route your dog already knows
- ☐ Usual walk length and comfortable pace
- ☐ Reactions to dogs, wildlife, bicycles, children, or traffic
- ☐ Commands and equipment used at doors and crossings
- ☐ A shorter or indoor plan for heat, smoke, ice, or heavy rain

For wet Bethany and Rock Creek days, leave a towel nearby and explain your normal paw-cleaning routine.

HOME AND HANDOFF

Make the visit easy to complete safely.

Confirm access, emergency contacts, and the exact update you want after each visit.

04

The home

- ☐ Agreed entry and exit process
- ☐ Doors, gates, windows, and rooms that must stay closed
- ☐ Alarms, cameras, or smart-home devices the caregiver should know about
- ☐ Anyone expected to be inside or visit during the care window
- ☐ Cleaning supplies for ordinary pet messes
- ☐ Where approved pet and household supplies are kept

05

Emergencies

- ☐ Primary owner contact and a local backup contact
- ☐ Regular veterinarian and preferred emergency clinic
- ☐ Carrier, crate, or safe transportation plan
- ☐ Conditions that are normal for your pet
- ☐ Changes that require an immediate call
- ☐ What the caregiver is authorized to do if you cannot be reached

06

Final handoff

- ☐ Walk through the full routine in person
- ☐ Test the agreed access method before the first independent visit
- ☐ Confirm visit dates, arrival window, length, and price
- ☐ Agree on what each update should include
- ☐ Confirm the departure and return plan
- ☐ Leave only the supplies and information needed for the visit