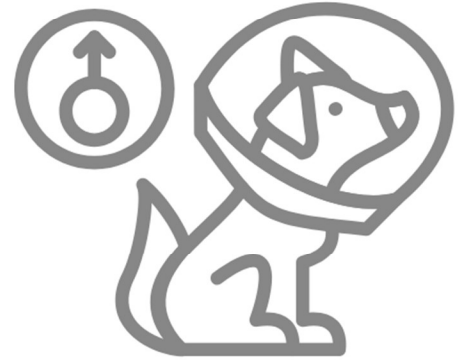


4 Steps for your adoption deposit refund



1

Contact your chosen clinic to schedule your new pet's spay or neuter appointment

*Find low-cost options on the BLUE paper in your folder or on our website: www.rushvilleanimalshelter.com

*Have the surgery done by your expiration date found on the Spay Neuter Deposit Agreement in your folder

*If your veterinarian wants to delay surgery beyond 90 days, have them write a letter stating when they would like to schedule, submit it to us, and we will extend your expiration date to accomodate

2

Bring your pet to their appointment. Have the clinic fill out the Spay Neuter Certificate found in your folder (if the clinic has their own version, we will accept that instead). Also, make sure to get a receipt!

3

Turn in your completed Spay Neuter Certificate, a copy of your Receipt, and a copy of your Rabies Certificate (if pet over 4 months of age). We will accept the documents the following ways:

Email: assistantcontrol@cityofrushville.in.gov

Mail: 650 Van Sickle St, Rushville, IN 46173

In Person: During visiting hours

4

A check will be mailed to your address for the deposited amount