

# Before You Leave

## Pet Sitter Trip Prep Checklist

**12**  
 QUICK CHECKS

A calm handoff starts with clear routines, enough supplies and a backup plan.

### FOOD, WATER AND MEDICATION

- ☐ Write the exact food amount, meal times, treat rules and where supplies are stored.
- ☐ Leave enough food, litter or waste bags, and routine supplies for the full trip plus a small backup.
- ☐ Label every medication with the pet name, dose, time and administration instructions.

### HOME AND ROUTINE

- ☐ Write the thermostat setting and any weather-specific instructions for your pet and home.
- ☐ Add a backup water station and explain any fountain cleaning or filter routine.
- ☐ Secure toxic plants, strings, cords, trash, chemicals, open windows and unsafe rooms.
- ☐ Leave the carrier, leash, harness and cleaning supplies where the sitter can reach them quickly.

### IDENTIFICATION AND EMERGENCY CARE

- ☐ Confirm your pet's ID tag and microchip contact information are current.
- ☐ Provide your regular veterinarian, nearest emergency hospital and preferred poison-control contact.
- ☐ Name a local backup person and write the emergency spending authorization you approve.

### ACCESS, COMMUNICATION AND BACKUP

- ☐ Test the key, lockbox or entry method with the sitter before departure. Do not place access codes on a public copy.
- ☐ Share travel contact details, update preferences and who else may enter the home.
- ☐ Review evacuation, severe-weather and power-outage plans, including where the pet should go.

### KEEP THIS CONTACT CARD WITH THE CARE INSTRUCTIONS

**PET(S)**
**TRIP DATES**
**PRIMARY VETERINARIAN + PHONE**
**24-HOUR EMERGENCY HOSPITAL + PHONE**
**LOCAL BACKUP CONTACT + PHONE**
**TRAVEL CONTACT + PHONE**
**PET SITTER + PHONE**
**EMERGENCY SPENDING AUTHORIZATION**

Keep full care instructions, medication details and secure access information in a private handoff document.