



Guidelines for Requesting Assistance for a  
Recent\* Multiple Companion Animal Rescue  
of 50+ from One Rescue

(for animal welfare 501(c)3 nonprofit public charities and/or government tribal entities)

or

a Recent\* Horse Rescue of 3+  
(one horse rescue per group per year)

- On letterhead, write a paragraph about the rescue, advise as to the total number of companion animals you are taking in and include whether or not any additional funds have been or will be received from other sources for the rescue.
- Attach article(s) from newspaper(s) that indicates your organization has taken in the animals from the rescue/seizure **OR** send a letter from the Dept. of Agriculture or a County/State agency in which the rescue/seizure occurred asking your organization to take in these pets and the letter should also indicate the exact number of pets your organization took in to rehabilitate and re-home.
- Attach a copy of your 501(c)(3) IRS determination letter or, if a government agency, include your federal employer's identification number (EIN#).
- If a particular pet supply item is needed immediately, advise the Manager of Emergency Grants by phone of the need. Indicate the closest PetSmart store in your area that may have that item in order for the Manager of Emergency Grants to find out if the store's inventory level is high enough for PetSmart Charities to authorize a donation of the product.
- If requesting medical funding assistance for spay/neuter surgeries, vaccinations, tests and other medical expenses (*for horses: veterinary and farrier expenses, Coggins testing and feed and hay*), include a BUDGET sheet showing line-by-line detail of those expenses for the animals. For spay/neuter or gelding expense, organization must have ownership of the pets.

Please fax the request with attachments to: (623) 580-6519 and follow up with a phone call indicating you have faxed over the request for an emergency relief grant.

**PetSmart Charities**  
**Manager of Emergency Grants**  
**Fax: (623) 580-6519**  
**Phone: (800) 423-PETS (7387) x 2840**

\* (not more than 6 months old)

(On letterhead)

## SAMPLE MEDICAL EXPENSE BUDGET SHEET

The following is an estimated budget for medical expenses for the (# of animals and type) being rescued by our organization due to

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### Estimate of expenses:

27 spays @ \$55.00 ea.	=	\$1,485.00
33 neuters @ \$35.00 ea.	=	\$1,155.00
Rabies vaccinations: 60 @ \$3.00 ea.	=	\$ 180.00
Medication:		
Teramycin	=	
Clavamox	=	\$
Veterinarian initial check		
@ 60 pets @ \$    ea.	=	\$
<b>Total Estimated Expenses</b>	<b>=</b>	<b><u>\$2,820.00</u></b>