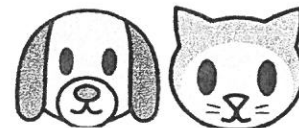


Helpful Tips for Completing the PCHS Spay/Neuter Assistance Application



Preston County Humane Society (PCHS) is happy to help with payment for spay (for females) and neuter (for males). Thank you for completing our application. Applicants who meet income guidelines may qualify for full payment; others may qualify for partial payment. Full payment includes services directly related to spay/neuter surgery. We do not pay for an examination fee, laboratory blood tests, vaccinations, worm medicine, or flea treatments. All payments are made directly to the veterinarian after surgery is done.

Please complete all information on the top section of the form and write carefully so it is readable.

Signature

It is ok to have someone help you fill out the application, but ***the signature of the pet owner requesting assistance is required.***

Date

This is the day you fill out the application. We will keep your request on file for up to six months from this date. Most applications are approved within one or two weeks.

Home phone and cell phone numbers, Address

We will call you to let you know if your application is approved or if we have questions. Please provide a number, or numbers, where we can reach you. Let us know if your number changes. We will leave a message if your answering machine is working. Include your complete mailing address.

Household income

Our income limits are generous, but assistance is based on how many people live in your home and income for your entire household. We need a document to verify income. This is because some grant money is set aside only for low income families. Proof of income could be: Last year's W2 form or 1040 tax return, Food Stamp eligibility letter, Emergency Heating Assistance eligibility letter, recent bank statement showing income, pay stub(s), Social Security benefits statement. We take care to protect the privacy of your information and all documents are shredded after they are reviewed. We do not return your documents, so please only send copies.

Pet Name, Sex, Age, and Breed

Most veterinarians' bills are in the name of your pet and include the sex, age, and breed, so this helps us link the bill to your application.

Dog tag number

We encourage all residents of Preston County to pay their "dog tax" fee. This money helps fund the county animal shelter and other services for animals. The number is not required for assistance.

What veterinarian will you be using?

You can choose any veterinarian in the area, the vet does not have to be in West Virginia. ***After you get our call saying your application is approved, you must call to make an appointment*** at your convenience. We will let your vet know that PCHS will pay some, or all, of the bill.

How did you learn about our program?

We want to know if we are doing a good job spreading the word about assistance we offer so we can help more families. If you saw an ad in the paper, heard about PCHS from a neighbor or from your vet, please let us know.