SITTER GUIDE

Thank you for looking after Max & Luna!

Everything you need while we're away. Emergency info is first, and the daily schedule is just below it.



Max
Labrador, 6



Luna
Domestic shorthair, 11

WE LEAVE	WE'RE BACK
Fri 12 Dec · 06:00	Mon 15 Dec · ~20:00

OWNERS	BEST WAY TO REACH US
Anna & Mark Hale	WhatsApp (we're 1 h ahead)

1 In an emergency

Emergency vet (24 h): Riverside Animal Hospital 14 Mill Road · 12 min by car	555-0100
Our regular vet: Dr. Patel, Oakwood Vets Mon–Fri 8–18, Sat 9–12 · Max & Luna are both registered	555-0101
Anna (owner) WhatsApp first, then call	555-0102
Jo, next door at no. 9 (has a spare key) Home most evenings	555-0103

Authorisation: you are allowed to get emergency vet treatment for Max and Luna on our behalf. Pet insurance: PawSure, policy WA-48213. The vet can bill us directly.

2 Daily schedule (both pets)

07:00 Max — Let him out into the garden. He'll wait by the back door.

07:15 Max Luna — Breakfast. **Luna's thyroid pill goes into a pea-sized ball of the pill paste**, then her food. Watch her eat it.

07:45 Max — Walk, 30–40 min. Park loop, lead on near the road.

13:00 Max — Short garden break plus a few treats. Home — Water the tomatoes if it's warm.

17:30 Max — Evening walk, 30 min.

18:00 Max Luna Dinner. **Luna's second pill**, same as in the morning.

22:00 Max Last garden visit, then his bed in the kitchen. Luna Fresh water. She sleeps wherever she likes.

> **This trip only:** Max is on a light diet after a small tummy upset, so give **half portions plus a spoon of plain rice** until Sunday.

3 Getting in

Entry	Side gate (lift the latch), then the back door. The front door is double-locked, so please don't use it.
Key	In the lockbox to the left of the back door. Code: sent to you separately
Alarm	The panel is inside the back door, on the right. You have 30 s to disarm it. Code: sent to you separately. Alarm company: SafeHome, 555-0104
Wi-Fi	Network **Hale-Guest** · password: sent to you separately
When you leave	Check that the cat flap is set to "in only" after 20:00, lock the back door, set the alarm, and close the side gate.



Max

Labrador · male, neutered · 6 years · chip 941000024813377

Food

What	Orijen Adult, dry. The scoop is inside the bag.
How much	1 scoop, twice a day (**½ scoop + rice this trip**)
Where	The tall cupboard next to the fridge. His bowls are by the back door.
Never	Grapes, raisins, chocolate, cooked bones.

Personality

- Friendly with everyone. He'll lean on you for scratches.
- **Scared of fireworks and thunder.** If there's a storm, close the curtains, put the radio on, and let him lie in the hallway.
- Pulls toward other dogs on the lead, but is fine once he says hello.
- Not allowed upstairs or on the sofa (he'll try).



Luna

Domestic shorthair · female, spayed · 11 years · chip 941000019022651

Medication

What	Thyronorm 5 mg, 1 pill twice a day (07:15 and 18:00)
How	Wrap it in the pill paste (blue tub, fridge door), then serve her food.
If missed	Give it as soon as you remember. Don't double up. Message us.

Food

What	1 pouch of wet food (cupboard above the kettle) at each meal
Where	On the utility-room counter, so Max can't reach it.

Personality

- Shy for the first day. Don't chase her; she'll come to you.
- Uses the cat flap in the utility room. Litter tray upstairs in the bathroom: scoop once a day.
- If she hasn't eaten for 24 h, call Oakwood Vets.

4 Tasks this trip

- [ ] Put out the **recycling bin** (blue lid) · Sat evening, collected Sun morning
- [ ] Water the tomatoes in the greenhouse · every day if over 20 °C
- [ ] Bring in the post and leave it on the hall table
- [ ] A parcel from GardenCo may arrive. Please put it in the shed. · Sat

5 House notes

Heating	Leave the thermostat on 19 °C. If the boiler shows F28, press reset for 5 s.
Fuse box	In the hallway cupboard, behind the coats.
Water shutoff	Under the kitchen sink, red lever.
TV	Help yourself: Netflix is logged in.
House rules	Shoes off, no smoking, and please no visitors in the house.