

# Mass Spay and Neuter Event Agreement

This Agreement is made and entered into on this day of [day, month, year], by and between:

[Name of volunteer group], an independent grassroots group of [Name of area/jurisdiction] stray carers dedicated to the ethical welfare of stray cats and dogs, hereinafter referred to as the "Organiser";

represented by [Names of key volunteers involved]

AND

[Name of veterinary services provider], an on-location veterinary services team of veterinarians and veterinary technicians with extensive experience in stray care and mass sterilisation events, hereinafter referred to as the "Veterinary Team";

represented by [Name of key Veterinary Team representative]

WHEREAS, the Organiser and the Veterinary Team agree to collaborate on a stray-centric Mass Spay and Neuter Event, scheduled as follows:

- Date:
- Time:
- Venue:

In consideration of the mutual promises and covenants contained herein, the parties agree as follows:

## 1. RESPONSIBILITIES OF THE ORGANISER

1.1. Secure necessary permits and approvals from relevant local authorities for the event.

1.2. Promote and disseminate information about the event to ensure maximum participation. This includes safety information such as pre-surgery prep including fasting procedures and complete blood count (CBC) requirements, registration process including parvo-safe procedures and surgery consent and waivers, and post-surgery recovery requirements for different individuals.

1.3. Provide logistical support, including tables, chairs, electrical extension cords and sanitation supplies for the venue pre- and post- event disinfection.

1.4. Clean and disinfect the designated surgery and recovery area at the venue pre- and post-event. Keep the recovery area clean and sanitised throughout the event.

- 1.5. Carry out safe and orderly registration, and collect all payment from registrants up front.
- 1.6. Support and train new volunteers to assist in managing event flow and maintaining proper and safe social distancing between animals.
- 1.7. Supervise and enforce physical boundaries to ensure carers maintain a safe distance from the vet team.
- 1.8. Manage potential walk-in clients for vaccination and deworming.
- 1.9. Communicate transparently and in a timely manner with the Veterinary Team, whether via messaging, email, call or in person.

## 2. RESPONSIBILITIES OF THE VETERINARY TEAM

- 2.1. Provide qualified veterinarians and veterinary staff to perform surgeries and safely handle difficult animals in an open area where potential escapes could occur.
- 2.2. Provide the necessary waivers in digital format ahead of the event for the Organiser to print copies.
- 2.3. Arrive on time with necessary medical equipment and supplies required for the surgical procedures and other veterinary services offered. Set up to commence surgeries by [a pre-determined time, e.g. 9:00 AM].
- 2.4. Ensure ethical and careful treatment of all patients. This includes pre-surgery health checks, escape-safe handling and adequate post-surgery observation procedures.
- 2.5. Maintain proper social distancing between animals during pre- and post-operation procedures. Carry out surgery-standard biosecurity protocols as necessary.
- 2.6. Conduct pre- and post-operative assessments and provide necessary aftercare instructions to the Organisers and/or the carers directly.
- 2.7. Communicate transparently and in a timely manner with the Organiser, whether via messaging, email, call or in person.

## 3. LIABILITY AND SAFETY MEASURES

- 3.1. Both parties shall take all necessary precautions to ensure the safety of animals and registrants. This includes biosecurity measures to prevent the transmission of infectious diseases especially parvovirus, parasites and other common infections, which are not commonly addressed or respected in mass kapon events. It's easy for diseases and parasites to spread from animal to animal which is a very dangerous situation that we want to strictly prevent any such occurrences. The following are the biosecurity measures that we are taking:

- Surgical areas, recovery zones, and holding areas must be disinfected pre- and post-event.
- Social distancing measures must be observed and maintained between animals all throughout the event, including in the waiting area, holding area, surgical area and recovery area.
- Prevent carers from entering the recovery zone to avoid compromising the disinfection area.
- Supporting the vet team in terms of monitoring and cleaning the animals as needed while they are in the recovery area, waiting for them to regain consciousness and be ready to be placed back inside their pet cages.

3.2. The Organiser shall not be held liable for any medical issues arising from the procedures conducted by the Veterinary Team.

3.3. Both parties shall take clear, timely, and open lines of communication throughout the event for the smooth operation of the kapon event, ensuring the safety of the animals, carers and volunteers.

## 4. TERMS OF COMPENSATION

4.1. Administration, billing, and compensating the Veterinary Team: the Organiser shall provide copies of records from the full day by the end of the event, and shall send the Veterinary Team an email invoice request within 24h with the same details in digital format. The Veterinary Team shall then check thoroughly against their own records, and issue a corresponding invoice to the Organiser once satisfied. The Organiser shall fulfil payment within two (2) days of receiving the Veterinary Team's invoice. The parties may agree on a different arrangement entirely.

4.2. The Organiser may add a surcharge on top of the Veterinary Team's quoted fees to help cover event costs.

## 5. TERMINATION AND FORCE MAJEURE

5.1. Either party may terminate this agreement with at least seven (7) days' written notice before the event date.

5.2. Failure by the Veterinary team to maintain proper and strict social distancing between animals during pre- and post-operation procedures will be considered a breach of contract, barring the Organiser from further engaging with the Veterinary Team.

5.3. If the event must be canceled or postponed due to unforeseen circumstances (e.g. natural disasters, local government restrictions, or health emergencies), both parties shall mutually decide on an alternative date or course of action.

## 6. GENERAL PROVISIONS

6.1. This Agreement constitutes the entire understanding between the parties and supersedes any prior agreements or understandings, whether written or oral.

6.2. Any modifications to this Agreement must be made in writing and signed by both parties.

6.3. This Agreement shall be governed by the laws of [Name of country or state].

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

[Name of volunteer group] representative:

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Signature over printed name

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Date

[Name of veterinary team] representative:

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Signature over printed name

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Date

Witness:

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Signature over printed name

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Date