



Employee Name:		Date:	
Job Title:		Time:	
Location:		Supervisor:	

**Type of Coaching:**

<input type="checkbox"/>	Verbal Written Warning	<input type="checkbox"/>	Final Written Warning
<input type="checkbox"/>	Written Warning	<input type="checkbox"/>	Termination

**Core Values Impacted. Check all that apply:**

Passion	Service	Trust	Integrity
Poor Job Performance: explain below	Poor Job Performance: explain below	Poor Job Performance: explain below	Intentional or negligent damage to company property
Dog Handling and Safety	Safety violation (human or dog)	Failure to get along with fellow employees	Under the influence of drugs/alcohol
Failure to get along with fellow employees	Failure to follow thru on instructions/direction provided	Physical &/or verbal assault or fighting	Sexual harassment
Failure to offer exceptional customer service by greeting every pet parent, listening, measure by customer feedback and survey scores	Failure to offer exceptional customer service by offering ancillary services. Grooming, bathing, Enrichments, first day pkg etc.	Stealing of company time	Tardiness &/or Attendance issues, Excessive Absenteeism, Failure to give timely or proper notification of absence or call out, Timecard / time clock violation
Insubordination: explain below	Failure to obtain proper vaccines, photos as required by the State and Camp Bow Wow	Insubordination: explain below	Unauthorized removal of company property
OTHER: If other explain below	OTHER: If other explain below	OTHER: If other explain below	OTHER: If other explain below

**Explanation of Core Value Violation or performance problem:**

**Describe the change in behavior that is expected of the employee:**



Support/Training to be provided:	
Timeline for Improvement:	

**Employee Comments:** (use back of page for additional comments)

### **Acknowledgement**

I understand this write-up, the concern(s) noted, and the expectations for improvement.

**Employee Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Supervisor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_