



PROCEDURE

Title of Policy	Courtesy Posts
Procedure Number	3.7
Category	Animal Welfare
Approval Body	Board of Directors
Approval/Effective Date	February 2025
Proposed Date of Review	February 2026

CONTEXT AND PURPOSE

When we have a surrender request but don't have the resources or fosters, we offer an owner-to-owner courtesy post to our social media audience. A courtesy post is made on behalf of an individual to help find a new home for an animal. It is called a "courtesy" post because M2BL is not directly responsible for the animal but is assisting in connecting potential adopters or foster caregivers with the current owner. There is no cost to have a courtesy post, but donations are always welcome.

SCOPE

These guidelines and procedures apply to all volunteers, employees, and board members of Meant 2B Loved Pet Rescue Society involved with courtesy posts.

PROCEDURES

1. Determining capacity

When contacted by someone interested in rehoming a pet, first determine whether Meant 2B Loved Pet Rescue has the capacity to take the animal in ourselves (do we have a foster available, are there behaviour issues, aggression, or illness that may be beyond what we can take on currently?)

2. Have form completed

Have the pet owner fill out the courtesy post request form, found at meant2blovedpetrescue.com/forms/courtesy-post/ (can be found under forms on the website). Sample email message in Appendix A.

3. Review form

Determine from the information the potential suitability of the animal for a courtesy post.

- For dogs, if there is any aggression or behavioural concerns mentioned, ask if the owner would be willing to have an evaluation with a trainer (at the owner's cost) and determine their availability to do so. [Sample message to owner in Appendix A.]
 - If they are willing to meet with a trainer, phone or text Ruth at 250 421 8645 to make the appointment.
 - If they are not willing to meet with a trainer, double check with Ruth before turning down their courtesy post request.
- If the animal is not spayed or neutered, reach out to Ruth before committing to a courtesy post.

4. Create and post

When it has been determined the animal can be posted, create and share the courtesy post on social media. A sample post can be found in Appendix B.

If the animal is not immediately adopted, re-share the post every couple of weeks.

Offer support to the current owner, encouraging them to contact us if they would like our assistance in vetting potential adopters.

5. Additional support

Ruth's phone number can be given out whenever you feel someone needs support, or when someone needs to speak to her (e.g., about an aggressive animal or a behavioural concern).

APPENDIX A

Messages to owners who have requested a courtesy post:

Thank you for contacting Meant 2B Loved. We're so sorry you're having to make the difficult decision to rehome your animal. Unfortunately, our foster homes are currently full, but we can offer you a courtesy post. We will share your pet on our social media to increase exposure and the chance of rehoming. If you could please fill out the form below we will review and either create the post or reach out if we have any questions or concerns.

<https://meant2blovedpetrescue.com/forms/courtesy-post/>

We'd like to offer you as much support as we can. If you have potential adopters approach you about adopting your pet, we encourage you to contact us so we can help you to screen the applicants. You can contact me by email at [name]@meant2blovedpetrescue.com or phone Ruth at 250-421-8645.

Reviewing a form that indicates an animal is not spayed or neutered or that it has aggression or other behaviour concerns:

Thank you for contacting Meant 2B Loved. We're so sorry you're having to make the difficult decision to rehome your animal. We noted in your message [on your form] you indicated your pet [is not neutered/spayed, can be aggressive, has behavioural concerns). For that reason, we'd like to chat with you further before determining whether we can make a courtesy post for you. [If responding to an email and not an application: Could you please provide your phone number and M2BL board member Ruth will reach out to you as soon as she can. If responding to an application form: M2BL board member Ruth will reach out to you at the phone number on your application to discuss further as soon as she can.]

Thank you.

APPENDIX B

EXAMPLE

 Courtesy Post 


(Pet Name)!

Approx Date of Birth: (D.O.B)


(Male/Female)

Neutered/Spayed:

(Pet Name) is a delightful feline/canine companion seeking a new place to call home. With (his/her) (adorable traits/personality), (Pet Name) will brighten up any household.


 Ideal Home:

(Pet Name) is (good with kids/other cats/dogs) and (indoor-only/indoor-outdoor). (He/She) is (age) years old, (neutered/spayed), and ready for a healthier and happier future.

 How to Adopt:

If you're interested in providing a loving home for (Pet Name), please complete the application to courtesy post animal adoption application [<https://meant2blovedpetrescue.com/courtesy-post-animal-adoption-application/>]

DISCLAIMER: Meant 2B Loved Pet Rescue is not involved in the rehoming process for this pet. We strongly encourage you to have the pet spayed or neutered, if it hasn't yet been, as soon as possible. Doing so has health and behavioral benefits but also supports efforts to reduce the number of animals in shelters and rescues.

 Please Share:

Even if you can't adopt, your support matters. Share this post to help us reach potential adopters who can provide the loving environment (Pet Name) deserves**. **