



ARDENT WORKSHOP

THE PET CARE & RECORDS BINDER

Pet Sitter Sheet

Pet-sitter instructions for one animal — feeding, meds, and who to call.

Free — from Ardent Workshop



Biscuit's sitter sheet — a filled-in example, page 1 of 2

This shows Biscuit's sheet filled in — one of the three pets in the worked example that ships with the full binder. Two blocks stay blank even here, and say so: there is no owner or caregiver in the sample data, and a made-up name and amount on a page about consent would be worse than a gap. Biscuit is an illustration, not a real animal — the clinics, phone numbers and microchip number below are invented. The example runs over two pages; the blank set to print follows it.

Identity

Pet name: Biscuit

Species / breed: Dog / Labrador Retriever mix

Age: 5 years old

Color & markings: Yellow with a white chest patch

Weight (lb): 62

Spayed / neutered: Yes

Microchip number: 985112345678901

Temperament and warnings: Bolts through an open door if not leashed; startles badly at thunder and vacuum cleaners

Owner and dates away — blank in this example

Owner

Owner's phone

Away from

Back on

Feeding

Meal	Time	Food	How much	Add-ins	Treats allowed
Breakfast	7:00 am	Dry kibble (large-breed formula)	1.5 cups		Yes — one training treat max per session
Dinner	5:30 pm	Dry kibble (large-breed formula)	1.5 cups		Yes — one training treat max per session

Biscuit's example — page 2 of 2

Pet name: Biscuit

Medications

Copy these from what your own veterinarian told you — this sheet records a schedule, it does not set one.

Medication	What it is for	Dose	How often	When
Heartworm preventative	Prevent heartworm	1 chew (weight-based dose)	Monthly	First of the month
Flea & tick preventative	Prevent fleas and ticks	1 chew (weight-based dose)	Monthly	With the heartworm chew

If something goes wrong

Who	Name	Phone	Address	Hours
Primary vet	Willowbrook Veterinary Clinic	555-0142	128 Mill Road	Mon-Fri 8am-6pm, Sat 9am-1pm
Emergency vet (24h)	Riverside Emergency Animal Hospital	555-0199	47 Harbor Street	Open 24 hours, every day

Veterinary treatment authorization — blank in this example

Authorizes the caregiver named below to seek veterinary treatment while you are away, spending up to the amount you set without calling first. If you cannot be reached, they should try your second contact. A practical handover note, not a legal document — a clinic may still call you to confirm.

Caregiver	_____	Amount authorized	_____
Second contact	_____	Their phone	_____
Owner's signature	_____	Date	_____

Filled in, this sheet holds private details, including someone else's phone number — ask them first, and take it back when you get home.

Sitter sheet — print and fill in, page 1 of 2

The same layout, blank — this page and the next one, pages 4 and 5 of this PDF. Print both, one set per animal, and keep them together. Fill them in before every trip, or fill in one set for a regular sitter and update only what changes.

Identity

Pet name	_____	Species / breed	_____
Age	_____	Color & markings	_____
Weight (lb)	_____	Spayed / neutered	_____
Microchip number	_____		
Temperament and warnings	_____		

Owner and dates away

Owner	_____	Owner's phone	_____
Away from	_____	Back on	_____

Feeding

Meal	Time	Food	How much	Add-ins	Treats allowed

Keep this with the caregiver, not posted where visitors can see it. Never write account numbers, logins, or door and alarm codes on it.

Sitter sheet — page 2 of 2

Pet name _____

Medications

Copy these from what your own veterinarian told you — this sheet records a schedule, it does not set one.

Medication	What it is for	Dose	How often	When

If something goes wrong

Who	Name	Phone	Address	Hours
Primary vet				
Emergency vet (24h)				

Veterinary treatment authorization

Authorizes the caregiver named below to seek veterinary treatment while you are away, spending up to the amount you set without calling first. If you cannot be reached, they should try your second contact. A practical handover note, not a legal document — a clinic may still call you to confirm.

Caregiver _____ Amount authorized _____
 Second contact _____ Their phone _____
 Owner's signature _____ Date _____

Filled in, this sheet holds private details, including someone else's phone number — ask them first, and take it back when you get home.

This page is the handoff. In the full binder, it fills itself in.

In The Pet Care & Records Binder, choosing a pet from a dropdown assembles this same page automatically — identity, feeding, the live medication list, the vet and 24-hour clinic, and vaccination status, all read straight from the tabs you already keep. No rewriting a schedule onto paper before every trip, and the copy you hand over is as current as the tabs behind it.

THE FULL BINDER

The full binder also carries every vaccination date, medication, vet visit and the cost of care, per pet and per year — and it works out what care is next due, not just what already happened. [Get The Pet Care & Records Binder at ardentworkshop.com >](#)

See the full range at [ardentworkshop.com](#).

This is a record-keeping page, not veterinary advice — your own veterinarian sets your pet's schedule and doses. Biscuit is the illustrative example from the paid product's sample data, not a real animal. The treatment authorization above is a practical handover note for a caregiver, not a legal document; a clinic may still call to confirm with you directly.

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