

cat sit checklist

Before your first visit

- ☐ Check out details on petsitter - info about the animal and the home routine
 - ☐ Make sure you have the keys!
 - ☐ If you feel some info is missing - feed details etc - then contact the office.
 - ☐ ALARM - before you arrive check you're not going to be surprised by alarm
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First visit: client communication

- ☐ feedback to the client on first visit to let them know all's ok. You can use feedback on petsitter
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Every visit: house

- ☐ be careful when you enter house to make sure cat doesn't escape
 - ☐ bring in post and put tidily in kitchen (or other sensible place). Throw away junk fliers in recycling.
 - ☐ find the cat! Does the cat have a favourite hiding place? If so, info will be on petsitter
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Every visit: Fun stuff

- ☐ Cuddles & play: if the cat loves attention, then do this first. When the food goes down, they won't want to know!
 - ☐ basic grooming if owner left grooming kit (some cats LOVE being groomed while they eat)
 - ☐ Always try and see the cat. Not always possible if a cat flap and v independent cat,
 - ☐ Call the cat, make the noises to attract their attention so they come to you for food.
 - ☐ If cat's think there's no-one around, they may go and find food and love elsewhere
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Every visit: food

- ☐ wash up all the cat food bowls
 - ☐ throw away stale biscuits and replace
 - ☐ When putting down wet food, make sure it's 'mashed' up.
 - ☐ Try scrunching up the pouch before you open it so it's pre-loosened - or using a fork.
 - ☐ IF YOU DON'T THE CAT WON'T BE ABLE TO EAT IT!
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Every visit: Water

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- ☐ always ensure it's fresh and in a clean bowl. Change at every visit.
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- ☐ There may be several locations - bedroom, by the food etc. Sometimes they like to drink from a glass.
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- ☐ Sometimes they like to drink from tap. If tap, then do this as soon as you arrive so they have plenty of time to drink.
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Every visit: Litter tray or cat flap?

- ☐ completely cleaned litter tray every few days / as required
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- ☐ litter tray: removed dirty litter and refreshed with new litter if necessary AT EVERY VISIT
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Penultimate visit / last visit

- ☐ Depending on number of days owner been away, don't always leave final tidy to the last visit
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- ☐ make sure the house is at least as clean and tidy as the first visit
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- ☐ move any last minute recycling - tins etc - to outside recycling
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- ☐ empty the bin and replace with fresh bin bag
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- ☐ leave a pint of milk in fridge so owner can have a cup of tea when they return home
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- ☐ leave a note for owner letting them know how everything has been and to get back to you if they need to
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