

Capital Humane Society's Forever Friends program will assist you in making a comprehensive plan to ensure the welfare of your pet. Please follow the steps below to enroll your pet(s).

CHECK LIST

STEP 1: Prepare Your Materials

- ☐ Read through the enclosed materials.
- ☐ Thoughtfully plan your gift to Capital Humane Society. This may take some time.
- ☐ Complete a **Pet Profile** for each pet to be enrolled.
- ☐ Complete the **Pet Enrollment Form**.
- ☐ Write a **Letter to New Caregiver** (optional).
- ☐ Make a **copy of the page from your estate document or beneficiary form** which shows Capital Humane Society to be a beneficiary.



STEP 2: Send Your Materials to CHS

Mail the items listed above **in peach** to:

Capital Humane Society
Forever Friends
6500 S. 70th. Lincoln, NE 68516

Or email your materials to:

sperry@capitalhumanesociety.org



STEP 3: Finalize, Communicate, and Update Your Plans

In 1-2 weeks, you will receive from CHS:

- Letter confirming your enrollment

Once you receive your materials from CHS:

File the confirmation paperwork with your other estate documents.

- ☐ Inform friends, family, neighbors, and pet care providers about the plan for your pets.
- ☐ Contact CHS if you move, have a change of contact information, or if there are
- ☐ changes to your planned gift. Keep CHS updated when your pet has a significant health change or when you want to enroll another pet.

FREQUENTLY ASKED QUESTIONS

The Capital Humane Society's Forever Friends program was established as a way for our dedicated supporters and pet owners to make provisions to ensure any pets which outlive them will be received by CHS, cared for, and placed into new, loving homes.

Can I leave my estate assets to my pets to ensure they are cared for in the event of my death? >>>>>

In all states, money can only be left to persons and organizations, and cannot be left directly to pets. Instead, a caregiver for the pet can be designated and, if desired, a sum of money provided for the animal's care. Special planning is needed when naming a guardian for your pet. It can be difficult to guarantee that at some point in the future the guardian will be able to accept responsibility for your pet or use the money you've provided specifically for their care.

How can CHS guarantee my pets will find good homes?

Capital Humane Society was founded in 1902, and we've been finding compatible and loving homes for pets ever since. We've had 120+ years to refine our adoption process to carefully match adopters with pets who fit well within their lifestyle. Forever Friends promises CHS will stand ready to receive your pets compassionately, comfort them during the transition, follow your care instructions, provide any needed medical care, and find them loving homes as quickly as possible.

How does CHS ensure my pets find a home where they will be treated with the affection and care they deserve? >>>>>

CHS carefully screens potential adopters through a one-on-one counseling process. By completing the Pet Profile Form, you will provide CHS with vital information about your pet's lifestyle and care needs. Essential information about dietary preferences, medical history, veterinarian contacts, and behavioral history will ensure your animal companion is placed with the best possible match. In addition, the new caregiver will be provided with all the details so that your pet's transition can be as smooth as possible.

What if my pet is older or has special needs?

Whether your pet is young and healthy or older with special needs, Capital Humane Society is committed to providing exceptional care and finding loving homes for all. CHS has a long history of caring for ill or injured pets. Our on-site veterinary staff provides all necessary medications and treatments. CHS' successful adoption program ensures that Forever Friends pets are matched with a loving new family who can provide the specialized care a pet may need.

FREQUENTLY ASKED QUESTIONS

Can my future pets be enrolled?

Yes. When new pets enter your life, submit a Pet Profile Form for each new pet. We encourage participants to keep their Forever Friends files up to date and to notify their estate attorney.

What kind of planned gift will qualify my pet(s) for Forever Friends? Is there a minimum amount?

There are many options for gifts that will qualify your pets for enrollment. See the “Your Planned Gift” page for the most common options. While we encourage participants to leave a generous gift to support CHS’ future there is no minimum gift amount required. We want everyone who desires to plan for their pets to be able to participate.

What do I need to know about including CHS in my will?

To make certain your will meets legal requirements and to ensure your wishes will be followed, wills should be created with the assistance of an attorney. To direct a bequest or other planned gift to Capital Humane Society, we advise the following language:

Federal EIN: 47-0376622

With offices at: 2320 Park Blvd, Lincoln, NE 68502

For the benefit of: Capital Humane Society

Once these provisions are drafted, we recommend Forever Friends participants have CHS review any sections of their will that pertain to pets. There is no charge for this service and the decision is entirely up to you, but experience has taught us that it’s better to identify possible problems while there is still the opportunity to make corrections.

Can CHS assist me with estate planning?

Our staff will gladly meet with you and your advisor to discuss the Forever Friends program and/or planned giving options. However, CHS cannot provide tax or legal advice. We strongly recommend you use the services of an estate-planning professional who can analyze your situation and advise you accordingly.

What about my privacy?

Be assured that any information you share with CHS remains confidential. We do not sell, trade, or otherwise share donor information. Should your pets be received by CHS, your Forever Friends information will only be available to authorized personnel so we can immediately begin providing the quality care you want your pets to receive. The only information we share with your pet’s new family is the Pet Profile and the “Letter to New Caregiver” you provide.

YOUR PLANNED GIFT

A bequest can be made through a will or trust

Use your final words to bring health and security into the lives of homeless pets. You have several options for including your love for animals in your will or trust:

- Specify a dollar amount or property for CHS.
- Designate a percentage of the total value of the estate for CHS.
- Direct that CHS receive the balance of the estate, or a percentage of what remains, after expenses and other bequests.

When preparing a will, CHS encourages supporters to consult an attorney to ensure it conforms with legal requirements. People who include CHS in a will can call upon CHS to review their draft will. This helps to ensure their wishes are understood. Of course, there is no charge for this service and the decision to have CHS review the draft will is entirely up to the donor.

Name CHS as Beneficiary of Assets not covered by your will

Retirement Plans

Animals can't save for retirement like people can, but you can help! Retirement assets like IRAs, 401(k)'s, Keogh Plans, pension, or other tax-deferred plans require naming a beneficiary. Naming CHS as beneficiary of these plans is easy and can provide significant tax advantages. CHS is a qualified charity, thus the full value of the account will pass to CHS free of taxes to be used to benefit the pets. Ask your bank or financial institution for a 'beneficiary form' in order to name Capital Humane Society as a payable-on-death beneficiary.

Life Insurance Policy

If you've been paying on a policy for years but no longer need to provide for dependents, you're in an excellent position to fund CHS programs that alleviate overpopulation at our shelters. You can cash in on those years of payments and help CHS without using any of your estate's capital. And if you make CHS the beneficiary of a paid-up policy, you may earn an immediate tax deduction equal to the policy's cash value. Contact the policy's issuing agent for instructions.

SUGGESTED BEQUEST LANGUAGE

This suggested language can be used in your will, trust, or other estate papers to direct a planned gift to Capital Humane Society and provide for the welfare of your surviving pets through our Forever Friends program. Your attorney may modify this to meet your specific need or situation. When you make provisions for Capital Humane Society to care for surviving pets, please share this information with CHS so we can be prepared.

I wish to provide for the care and welfare of any and all pets I own at the time of my death. It is my desire that they live the balance of their lives in a stable home environment. Accordingly, I give, devise, and bequeath my pets to my spouse. If my spouse does not survive me:

- A. I give, devise, and bequeath my pets to Capital Humane Society (CHS), 2320 Park Blvd, Lincoln, Nebraska, a nonprofit corporation EIN 47-0376622, to be received by CHS under the auspices of its Forever Friends program.
- B. In gratitude and to support CHS' programs and services, I devise and bequeath {description of bequest} _____ to CHS to be used for its general operations, or as so designated by its Board of Directors.
- C. I request CHS arrange for the permanent placement of my pets with a member of my family or a family friend. If CHS is unable to do so, I request it arranges for such placement in a suitable home through CHS' pet adoption program. I understand, however, adoption may be precluded if a pet is seriously ill or injured, has a vicious temperament, or is for any other reason considered dangerous to an adopter or the public.
- D. In any event, I request that my pets be cared for and treated as household pets and receive all reasonable care: provided, however, that, in the event of serious illness or injury, I do not desire that extraordinary means be used to prolong their lives; and provided further CHS may euthanize any pet determined by CHS in its sole and absolute discretion to be seriously ill or injured, to have a vicious temperament, or to be a danger to an adopter or the public for any other reason.

With questions, or to inform CHS about your planned gift, please contact:

Shana Perry, Director of Development
6500 S 70th Street, Lincoln, NE 68516
402.473.5365 | sperry@capitalhumanesociety.org

FOREVER FRIENDS ENROLLMENT FORM

I would like to enroll the pets listed below in Forever Friends. In the event I am unable to care for them, I ask Capital Humane Society immediately receive, care for, and rehome my pets.



Name(s) of each pet being enrolled: _____

Your name(s): _____

Your birth date(s): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Email: _____

Please select one:

- ☐ I/We already included CHS in my/our estate plans.
- ☐ I/We are in the process of planning a gift from my/our estate to CHS.



Please specify the type of gift you have made/intend to make:

- ☐ Monetary bequest in the amount of \$ _____
- ☐ Bequest as a percentage of estate _____
- ☐ Other (describe) _____

FOREVER FRIENDS ENROLLMENT FORM

I/We ☐ have made ☐ intend to make CHS a beneficiary of (check all that apply):



☐ **Will or Trust**

YOUR ATTORNEY'S INFORMATION:

Name: _____

Firm: _____

Address: _____

Telephone: _____

Email: _____

☐ **Beneficiary Designation**

FINANCIAL ACCOUNT INFORMATION

Account Type:

☐ Checking ☐ Savings

☐ Retirement ☐ Life Insurance

☐ Other: _____

Financial Institution _____

Last Four Digits of Account Number: _____

Percentage of the account designated to CHS: _____%

For CHS' planning purposes only, please estimate the approximate future value of your gift \$ _____

Signature: _____ Date: _____

Contact information for person administering your estate who will contact CHS about receiving your pets:

Their name(s): _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

FOREVER FRIENDS ENROLLMENT FORM

Once completed, please return all three of these documents to the address listed on the front: >>>>>

1. This Pet Enrollment Form
2. Pet Profile(s)
3. Copy of the estate document or portion which indicates CHS as a beneficiary

After we have received the three documents listed above, to honor your commitment and inspire others to make legacy gifts, may we add your name to listings of CHS estate gift donors?

- ☐ Yes, CHS may print my name as an estate gift donor.
- ☐ No, I would prefer not to be recognized as a donor of a future estate gift at this time.

Thank you for entrusting Capital Humane Society with the care of your pet when they need it. Your generosity ensures pets will receive the care and protection they need for years to come.



PET PROFILE

Finding your beloved animal companion the best caregiver when you can no longer care for them is important to us. Completing this form will assist us in finding your pet the best home possible. Use a separate form for each pet that you want to enroll in the Forever Friends program. If you need additional forms, you may photocopy this one or contact Shana Perry, Director of Development, at 402.473.5365 or sperry@capitalhumanesociety.org. Attach additional sheets as necessary.

SECTION A: Basic Information About You

PLEASE FILL OUT SECTION COMPLETELY



Pet owner's full name _____ Email _____

Street address _____

City _____ State _____ Zip _____ Phone _____

Personal representative (family, attorney, etc.) _____ Relationship _____

Representative's address _____

Representative's email _____ Representative's phone _____

SECTION B: Basic Information About Your Pet

PLEASE FILL OUT SECTION COMPLETELY. USE A SEPARATE FORM FOR EACH PET YOU WANT TO ENROLL.



Pet's name _____

Type of animal (check one) ☐ Cat ☐ Dog ☐ Rabbit ☐ Horse ☐ Other (please specify)

Pet's breed _____ Approx. date of birth _____ Adoption date _____

Describe your pet's physical attributes. (Breed, color, weight, eye color, short/long-haired, distinguishing marketings, etc.) _____

(please attach a color photo of your pet if available)



SECTION B: Basic Information About Your Pet (Continued)

Pet's sex (check one) ☐ Male ☐ Female Is your pet spayed/neutered? ☐ Yes ☐ No ☐ Unsure

Does your pet have a microchip? ☐ Yes (Company & Chip #) _____ ☐ No ☐ Unsure

Where did you acquire this pet? ☐ Capital Humane Society ☐ Other Shelter/Rescue ☐ Stray
☐ Friend/Relative ☐ Born in home ☐ Store/Breeder
☐ Other _____

Is your pet covered by pet insurance? ☐ Yes (policy #) _____ ☐ No

SECTION C: Your Pet's Health/History

PLEASE FILL OUT SECTION COMPLETELY. USE A SEPARATE FORM FOR EACH PET YOU WANT TO ENROLL.

What would you like new owners to know about this pet? _____

What is the name of the pet's veterinarian and clinic? _____

Does your pet have any medical or health conditions or allergies? _____

Does your pet take any medications? (please list) _____

Are there places on the pet's body they do not like being touched, brushed, or petted? (check all that apply)

☐ Ears ☐ Feet ☐ Head ☐ Stomach ☐ Tail ☐ Other (please specify) _____ ☐ None of the above

How would you describe your dog most of the time? (check all that apply)

☐ Affectionate ☐ Playful ☐ Lap dog/cat ☐ Worried ☐ Friendly with visitors ☐ Shy with family
☐ Shy with visitors ☐ Nervous ☐ Independent ☐ Very active ☐ Not very active ☐ Talkative
☐ Reactive/Feisty ☐ Uses mouth/jumps up in play

What are your pet's favorite things to do? (favorite toys, treats, and/or activities) _____

What do you feed your pet? _____

Describe your pet's schedule. (including mealtime, walks, play time, etc.) _____

What's the longest period of time your pet spends alone? _____

SECTION C: Your Pet's Health/History (Continued)

Does your pet live with any of the following? (check all that apply)

☐ Large dogs ☐ Small dogs ☐ Cats ☐ Small animals ☐ Livestock ☐ Children

Would you recommend placing this pet in a home with dogs? ☐ Yes ☐ No

More information (optional) _____

Would you recommend placing this pet in a home with cats? ☐ Yes ☐ No

More information (optional) _____

Would you recommend this pet be around children regularly? ☐ Yes ☐ No

More information (optional) _____

Has this pet ever bitten anyone or any animal? ☐ Yes ☐ No

More information (optional) _____

SECTION D: Specifics About Your Dog

COMPLETE THIS SECTION **ONLY** IF PET IS A DOG. CATS, GO TO SECTION E. OTHER ANIMALS, GO TO SECTION F.

What words does your dog understand? (check all that apply)

☐ Sit ☐ Stay ☐ Down ☐ Come ☐ Leave it ☐ Drop ☐ Wait ☐ Heel ☐ Off ☐ Other

How does your dog travel in the car? _____

How does your dog do on leashed walks? _____

Where does the dog stay when no human members of your family are at home?

☐ Free roam of the house ☐ Confined particular room ☐ Crated ☐ Outside ☐ Other _____

Does your dog ever escape the yard? ☐ Yes ☐ No

Describe your dog's housetraining.

☐ No accidents ☐ Occasional accidents ☐ Urinates in home ☐ Defecates in home ☐ Other _____

Is this dog possessive or protective? ☐ Yes (example) _____ ☐ No

Describe your dog's play style with other dogs. (check all that apply)

☐ Will play with all dogs ☐ Does not enjoy playing with other dogs at all
☐ Picky about the dogs they like ☐ Hangs out with other dogs rather than plays
☐ Plays rough with other dogs ☐ Chases or herds other dogs ☐ Barks constantly
☐ Prefers dogs that are gentle or indifferent

SECTION D: Specifics About Your Dog (Continued)

Do any of the following frighten your dog? (check all that apply)

- ☐ Babies or toddlers ☐ School-age children ☐ Teenagers ☐ Men ☐ Women
☐ Strangers/visitors ☐ People in uniform ☐ Veterinarian/Groomer ☐ Loud voices/Yelling
☐ Fireworks/Loud noises ☐ Erratic or sudden movement ☐ Water ☐ Unpredictable children
☐ Broom/Vacuum ☐ Riding in car ☐ Loud vehicles

Has this dog done any of the following when with adults, children, or visitors in the home?

- ☐ Barked at ☐ Growled ☐ Snapped ☐ Bitten ☐ None of the above

Has the dog done any of the following with a vet or groomer?

- ☐ Barked at ☐ Growled ☐ Snapped ☐ Bitten ☐ None of the above

Has this dog done any of the following with pedestrians, cars, bikes, or skateboards?

- ☐ Barked at ☐ Growled ☐ Snapped ☐ Bitten ☐ None of the above

Has this dog done any of the following with resident dogs or cats?

- ☐ Barked at ☐ Growled ☐ Snapped ☐ Bitten ☐ None of the above

SECTION E: Specifics About Your Cat

COMPLETE THIS SECTION **ONLY** IF YOUR PET IS A CAT. FOR OTHER ANIMALS, SKIP TO SECTION F.

Is your cat declawed? ☐ Yes ☐ No ☐ Unsure

Do you trim your cat's nails or take your cat to the groomer?

- ☐ Myself ☐ Groomer ☐ Other (please specify) _____

Does your cat use a scratcher? ☐ Yes ☐ No ☐ Other _____

What areas does your cat have access to?

- ☐ Indoors only ☐ Outdoors only ☐ Indoor/Outdoor ☐ Other _____

Does your cat have access to a litter box in the house? ☐ Yes ☐ No ☐ Other _____

How many cats share the litter box? _____

Does your cat urinate or defecate outside of the litter box? (litter box misuse)

- ☐ Yes ☐ No ☐ Other _____

SECTION F: Specifics About Your Rabbit, Bird, Rodent, etc.

COMPLETE THIS SECTION FOR PETS OTHER THAN DOGS OR CATS.

What kind of housing does your pet have? (wire cage, glass aquarium, etc.) _____

What special needs does your pet have? (special diet, heat lamp, etc.) _____

What do you feed your pet? (be specific: hay, vegetables, fruits, nuts, seeds, etc.) _____

Does your pet need any special grooming? ☐ Yes (please specify) _____ ☐ No

Do they drink water from a bottle or dish? _____

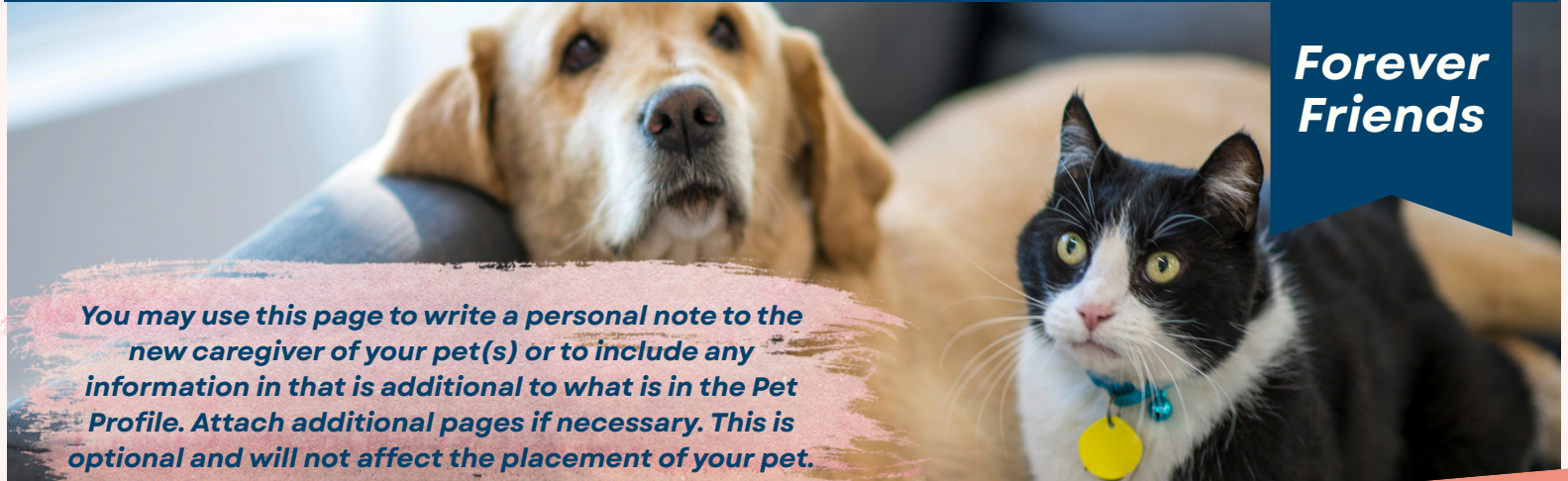
Does your pet like to be handled? ☐ Yes ☐ No If yes, what's the best way? _____

If your pet is a rabbit, do they use a litter box? ☐ Yes ☐ No

Do they live indoors? ☐ Yes ☐ No

SECTION G: Is there anything else you would like us to know?





**Forever
Friends**

You may use this page to write a personal note to the new caregiver of your pet(s) or to include any information in that is additional to what is in the Pet Profile. Attach additional pages if necessary. This is optional and will not affect the placement of your pet.

LETTER TO NEW CAREGIVER



402.473.5365



sperry@capitalhumanesociety.org



6500 S 70th | Lincoln, NE 68516