Aunty Kaz's Meet-and-Greet Preparation Checklist

Meeting the homeowner in person

An in-person follow up to a video chat

A Meet-and-Greet gives you and the homeowner an opportunity to get to know each other better and discuss the sit before committing. And it gives you a chance to meet the animal(s) you'll be looking after. Of course, it's not always logistically possible if you're miles – or continents – apart.

But if you've followed my advice on finding your first sit, it will be a local one. Without reviews, and maybe even without references, an in-person Meet-and-Greet is a great way to ensure homeowners that you're perfect for them if they're feeling at all nervous about taking on "a newbie".

Meet-and-Greets often happen after an initial video meeting, so many of the basic questions should already have been covered. This delves deeper into what will be involved on the sit.

Use this checklist to guide your conversation and identify anything you still need to clarify. You don't need to ask every question, and some may be more relevant to your particular sit than others.

If you don't have a separate Meet-and-Greet, consider incorporating any relevant questions from this Checklist into your video interview.

1. The pets

- ☐ What are their personalities like? Are there any behavioural quirks I should know about?
- ☐ What are their usual feeding times, portion sizes and dietary requirements?
- ☐ What are their daily exercise, walking and play routines?
- ☐ Do they have any medical conditions, allergies or medication requirements?
- ☐ Who is their usual vet, and what should I do if they become ill or injured?
- ☐ How do they react to unfamiliar people, other animals, storms or being left alone?
- ☐ Are there any escape risks, fears or triggers I should know about?
- ☐ Are there any special instructions for keeping them safe and comfortable?

2. The home

- ☐ What are my responsibilities around the house?
- ☐ Are there plants, gardens, pools or other features that need regular attention?
- ☐ Are there any quirks with appliances, security systems, gates or locks?
- ☐ Where are the important supplies, tools and household essentials kept?
- ☐ Are there any areas of the property that are off-limits?
- ☐ Is there anything that needs regular monitoring, such as a pool, water system or equipment?

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3. Practical arrangements

- ☐ What are the exact arrival and departure dates and times?
  Triple check this – seriously – but don't be surprised if it's still not accurate. The voice of experience!
- ☐ How will I collect and return the keys?
- ☐ Will I have access to reliable internet and mobile reception?
- ☐ Is parking available, if I need it?
- ☐ Are there any restrictions on visitors, overnight guests, or leaving the pets alone?
- ☐ What arrangements are in place for rubbish, deliveries, and household supplies?
- ☐ Is there anything else I need to organise before arriving?

4. Emergencies and unexpected problems

- ☐ Who should I contact first if something goes wrong?
- ☐ Is there a local emergency contact if the homeowner is unavailable?
- ☐ What should I do if there's a power failure, water leak, severe weather event, or security issue?
- ☐ Are there emergency procedures or important instructions I should know about?
- ☐ What authority do I have to arrange urgent repairs or veterinary treatment?
- ☐ How should I handle unexpected costs, and how quickly can the homeowner be contacted?

5. Communication and expectations

- ☐ How often would you like updates while you're away?
- ☐ Would you prefer messages, photos, video calls, or another method of communication?
- ☐ What would you like me to do if something changes or a problem arises?
- ☐ Is there anything else you expect from me that we haven't discussed?

6. Before you commit

Take a moment to check that you've got the information you need.

- ☐ Do I understand the pet-care routines and responsibilities?
- ☐ Am I comfortable with the home, location and practical arrangements?
- ☐ Do I know who to contact if something goes wrong?
- ☐ Have we agreed on arrival and departure arrangements?
- ☐ Are there any unanswered questions that could affect my decision?
- ☐ Am I genuinely comfortable taking on this particular sit?

AUNTY KAZ'S FINAL WORD

You don't need to turn a friendly conversation into an interrogation. These questions are here to help you have a useful discussion, not to make you feel you must tick every box.

The important thing is to clarify anything that could affect your decision before you commit.

If something doesn't feel right, or you can't get an answer to an important question, give yourself permission to pause before saying yes.

Happy sitting! 🐾

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