

Deep cage cleaning instructions for Petco Lovers

- Put the "Cleaning in progress card" on the cage.
- Leave THIS card in the cage, check the boxes for what is complete, so the next volunteer knows what is still needed in the cleaning process.

Please do not place ANY dirty items in the cabinets other than noted below communication is key for this small cage space.

*****Please use Caution with the Rescue/Accel cleaner. It is concentrated hydrogen peroxide cleaner. There are marks on the spray bottle if you need to fill it. Very little is needed of the cleaner (bottom mark) and the rest is water (top mark). Fill only when you are near a water source so that you can wash off your hands if it gets on you, as it can burn***. Make sure to put the top back on the large bottle.**

Day one: If the entire process can't be completed in one day, please check what is done on this list

- Take all linens and toys out of the cage and put in a bag and mark "dirty linens" or take home to wash.
- Take the top linen off the PVC tower.
- Throw away the small tie-on scratcher if the foster or last adopter didn't take it with them.
- Empty all the litter in the trash; use a large trash bag for this.
- Shake the litterbox mat out into the trash.
- Throw out the food (throw outside by the trees for the birds or you can take it home to feed feral cats).
- Pour the water from the bowls into the empty litterbox. This starts the cleaning process. Spray some of the Rescue/Accel cleaner into the water. Do this once the box is outside the cage.
- Put the litter scoops in the litterboxes with the water/cleaner in it.
- Put all the empty dishes, metal/plastic tubs, PVC parts in the left cage if you can't complete the cleaning in one day or on the floor if you will be doing most of the cleaning at this time.
- When all the cages are empty, vacuum them or sweep them out.
- Once cages are vacuumed/swept well, clean them.
- Spray Rescue/Accel cleaner all over the cleaned cages: walls, ceilings, shelves, windows. Leave it to air dry. The "wet" contact time is a minimum of 10 minutes. You can use this time to clean the dishes, etc.
- Make sure to take the trash out to the appropriate area for this store.

Next steps:

- The cages should be clean and ready to put the clean bowls, litterboxes, etc. in once cleaned.
- Wash the plastic/metal bowls and holders with dishwashing soap. (This can be done in the employee break/utility room to the right of the bathroom. The code is on the left upper cubby door). Once these are clean, put them back in the clean cages. Spray the Rescue/Accel cleaner on them. They can air dry here.
- Wipe down the PVC tower parts with cleaner, then put them back in the cages. Spray the Rescue/Accel cleaner on them. They can air dry here.
- Clean the litter boxes, scoops, and mats in the storage room with dish soap. Once these are clean, put them back into the clean cages. Then spray the Rescue/Accel cleaner on them. They can air dry here.

(More instructions on back)

- Rinse the plastic/metal food and water bowls with water and then put them in the holders. This will remove any residue of the cleaner before we fill with food/water. They can air dry.
- Put all the equipment where it belongs in the cages.
- Reassemble the PVC tower with a clean linen topper.

The correct set up:

- Litterbox area should have scoop, litter mat, litter box, sweeper/dustpan.
- Plastic food/water bowls in the holders in middle cage.
- If there are multiple cats, it would be best to add metal water bowls on hangers in the main left cage on the back wall and let the plastic bowls be for food.
- Linens, beds and toys in the left window cage.
- PVC tower with new linen top in the left window cage.
- Scratcher twist-tied on to one of the windows.
- It is best to not have blankets/towels across the entire cage, as this gets easily dragged around by the cats and makes the cage look messy quickly.

- Clean the windows.
- Put a yellow cleaning checklist card in the cage, write on the back of the card "cage is ready for new cats." This card can be found in the paperwork box in the upper middle cubby.
- Remove the "Cleaning in Progress" sign and put it in the paperwork box.
- Put "New cats will be arriving soon" sign on the cage. This is in the paperwork box.
- Keep this checklist in the cage, so that the person bringing cats knows that it is clean and ready.

We can put new cats there once everything is dry and ready.

Day of cat arrival, usually completed by person dropping off the cat.

- See above "correct set up" to make sure this is set correctly for your cats.
- Fill litterboxes
- Fill water bowls
- Fill food bowls
- Pink (female) or blue (male) cage bio cards for each cat need to be placed on the outside of the cage. These cards can be found in the paperwork box in the middle upper cubby.
- Tape is in the office supplies bin in the middle upper cubby.
- Leave the medical records/rabies certificates on the clipboard in the right upper or middle cubby.