

Deep cage cleaning instructions for Petco Plano

- 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 on the shelves in the storeroom, these are for clean items only!

*****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: (You can stop at day one or do more cleaning on this list, just check what is done).

- Take all linens and toys out of the cage and put in the linen hamper. 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.
- 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 sink in the storeroom and put the litterboxes on the floor near the sink in the storeroom.
- When all the cages are empty, vacuum them.
- Once cages are vacuumed 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.
- Make sure to take the trash out to the appropriate area for this store.

Day two:

- 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. Once these are clean, put them back in the clean cages. Then spray the Rescue/Accel cleaner on them. They can air dry here.
- Wipe down the PVC tower with cleaner. Then 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)

Day three:

- 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. One litterbox for one cat, 2 litterbox areas for multiple cats.
 - Metal food/water bowls in the metal holders in the right window cage, linen underneath.
 - One food/water set up for one cat, 2 set ups for multiple cats.
 - Plastic bin or bed for cats to sleep, linens 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.
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- 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 black paperwork bin on the shelf in the storeroom.
 - Remove the "Cleaning in Progress" sign and put it in the black paperwork bin on the shelf in the storeroom.
 - Put "New cats will be arriving soon" sign on the cage. This is in the black paperwork bin on the shelf in the storeroom.
 - 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 black paperwork bin on the shelf in the storeroom.
- Tape is in the office supplies bin on the shelf in the storeroom.
- Leave the medical records/rabies certificates on the clipboard in the right upper/middle cubby.