



# New Members Checklist

**First**, please sign up to volunteer with the Poudre School District (PSD) at: [www.psdschools.org](http://www.psdschools.org)

- Click on Community
- Click on Partnership and Volunteer Center
- Click on Volunteer Registration
- Follow the instructions to create an Account Credentials account

## Checklist:

1. Please read, complete, and sign the Guidelines and Registration Form that follows and return it to the Secretary.
2. Please send each a photograph of your dog and one of you and your dog to Bud McMahon (ham.man@comcast.net). Pictures will be used to make an identification lanyard and bookmark labels for use during schools visits.
3. PSD schools provide bookmarks with each child's first name. You will place your dog's label on the bookmark at each child's reading session.

Example label:



Great Job Reading!  
Thank you for  
reading to me.  
Woodie



4. Please provide a digital or paper copy of your dog's up-to-date vaccination record and negative fecal test, therapy dog certification, and county licensure to the Secretary for PAWS records and roster.
5. You will need a red shirt to wear at the school while volunteering. The PAWS Treasurer can reimburse new members for the cost of one shirt. Please go to Encore Uniform and Apparel, 1420 Riverside Ave., #102, Fort Collins, 970-482-6922 to have the PAWS logo embroidered on your shirt. Encore also has a selection of red shirts for order if you want to consider their styles.
6. PAWS will provide a red *Paws for Tales* vest or bandanna for your dog. (Please DO NOT wash this vest). The vest must be returned to PAWS if you leave the program.
7. Please bring a blanket to the school for your dog and the children to sit on during reading sessions.

(Revised 11/27/2022)