



Animal Rescue Entity Record Requirements

Animal Rescue Entities (ARE) shall prepare and maintain records containing specific information (OAR 603-015-0090 and OAR 603-015-0060). A record of each animal shall be maintained by the animal rescue entity for the entire time that the animal rescue entity keeps, houses, and maintains the animal and for a minimum of 12 months after the date of disposition or transfer of legal custody of the animal.

Required Record Information	Explanation
Intake date	Date the animal rescue entity acquired possession, control, or charge of the animal.
Source of the animal	Including name, street address, and telephone number of the person or entity from whom the animal was obtained.
A description of the animal's appearance and characteristics at intake	Including all identification, present age, sex, species, breed type, weight, and condition of the animal.
Photograph of the animal	Photo taken within 24 hours of intake.
Number of offspring	If applicable, the number of offspring produced while kept, housed, and maintained by the ARE.
Manner of disposition	If applicable, including transfer of legal custody to another ARE or organization, date of disposition, the name, address, and telephone number for any person or entity taking legal custody of an animal.
Unique identification	A record of the animal's microchip number or other unique identification.
Medications and treatments	If applicable, all medications and treatments administered while the animal is under the care of the animal rescue entity, including type, amount, and date of medication administered.
Certificates of Veterinary Inspection and Rabies Vaccination Certificates	Except where specifically exempt, all dogs at least three months old shall be immunized against rabies by the age of six months and a Rabies Vaccination Certificate shall be completed and signed by a licensed veterinarian as per OAR 333-019-0017. Records where animals are imported from out-of-state or from an international source must contain copies of certificates of veterinary inspection, proof of Rabies vaccination, and other required documents demonstrating proof that imported animals have met Oregon import requirements as per pertinent provisions in ORS 596 and OAR 603-011.