

Power Pet Sitter Helpful Tips

To set-up a new account:

- 1) Visit www.allardpetsittingllc.com, click on the Links tab
- 2) Click on [Power Pet Sitter New User Login](#)
- 3) Enter your Zip Code
 - a. If you receive a message that says: *We're sorry. This business is not servicing this area at this time.* Please send us an e-mail with your zip code and we will fix it.
- 4) Fill in the Registration page; please be as complete as possible this we will refer to this for your scheduled visits.
- 5) One pet at a time enter all pet information, again please be as complete as possible. If you need help loading a picture, you can e-mail one to us and we will load it.

To schedule an appointment:

- 1) Visit www.allardpetsittingllc.com, click on the Links tab
- 2) Click on [Power Pet Sitter Returning User Login](#)
- 3) Enter your Username and Password
- 4) Enter Appointment Name
- 5) Enter Start Date (Off dates are listed in blue box to the side of page)
- 6) Enter End Date, click continue
- 7) Make sure dates selected are correct, then select whether schedule will be the same for each day or not
- 8) If not, go through each day to select your daily needs.
 - a. As you select the number of stops you need that day, options will come down to offer time frame.
 - b. If you would like us to stay overnight, also choose overnight stay (these are on a first come, first serve basis)
- 9) After your last schedule day you will come to an appointment summary day, make sure it is correct and edit if need to
 - a. Scroll down to dates and click on notepad to add notes for specific visits, like first to enter time you are leaving and last visit to enter time of return
- 10) The rest is up to Allard Pet Sitting, LLC we will receive an e-mail about your appointment, we will go on-line to review it, adjust prices to fit our prices (as needed), then approve and send you a confirmation e-mail.
- 11) When you logout you will return to our Links page, from here you can pay through PayPal or you can pay through cash or check (can leave it at your place, mail it to our P.O. Box, or we can pick it up.) You can always check on-line to review your appointments.

Still have questions? Don't hesitate to contact us. Thank you!