

How to Create an User Profile

Open a web browser and type in: glacierk9.com like this: ↓

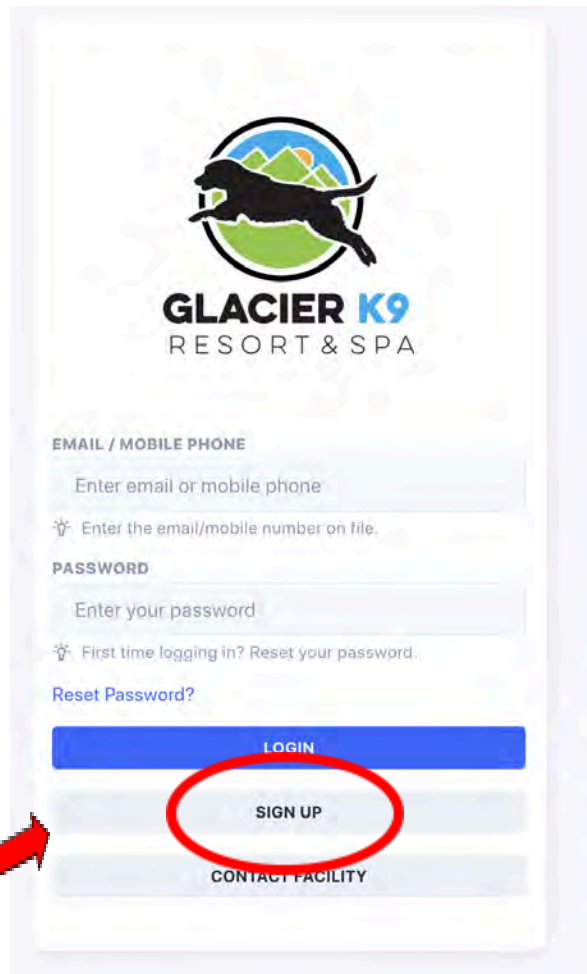


This will pull up our home screen

On the top right side you will see “RESERVATIONS” ↓ click on it



A new screen will pop up that looks like this ↓



Click on “Sign Up”

This will open the “New Customer Registration” page.

Review the **Bolded Text** at the top of the screen that starts with “PLEASE READ BEFORE PROCEEDING!”



New customer registration

Please fill out the required information below for yourself and your pet(s) to complete your registration.

👤 You

PLEASE READ BEFORE PROCEEDING! Must have RABIES, DHPP & BORDETELLA vaccines emailed or dropped off at Glacier K9 10 days before reservation to avoid cancellation.

At this time, we are not accepting out of town/state reservations. You are welcome to call in a week prior to your visit to check on availability.

Thank you

Below you will be asked questions about you. This starts with the “Home Location”.

Select the Drop Down and choose “Glacier K9 Resort & Spa - Kalispell” and continue completing each section below. The lines with “*” are required fields.

If you do not have an answer for the required field, simply type “N/A” in the text box and proceed on.

Home Location *

Glacier K9 Resort & Spa - Kalispell

First Name *

Test

Last Name *

Dog

Addl. Owner First Name

Test 2

Addl. Owner Last Name

Dog

Address *

Address 1

144 Barkley Ridge Trail

Address 2

City

Kalispell

Region

Montana

Zip / Postal Code

59901

Next you will enter in the email address that you want to receive notifications from **Gingr** (our reservation program) and will be your login username. Also set up your password

Email *

dog123@gmail.com

Password *

.....

Confirm Password

.....

Main Phone - Make sure this is a cell phone as we text confirmations to this number

Emergency Contact - This should be a local person that we would contact, if we were first unable to get ahold of **you**.

People Authorized to Pick Up Your Pets - If you are not the one to pick up your pet, you will need to add the names of the people you trust to pick them up.

If they are not on your list and they show up to pick up your dog, we will not release your dogs to them. You can add and remove people at any time.

Main Phone *

(406) 755-3647

Additional mobile phone

Home Phone

Work Phone

Emergency Contact Name

Pongo and Purdy

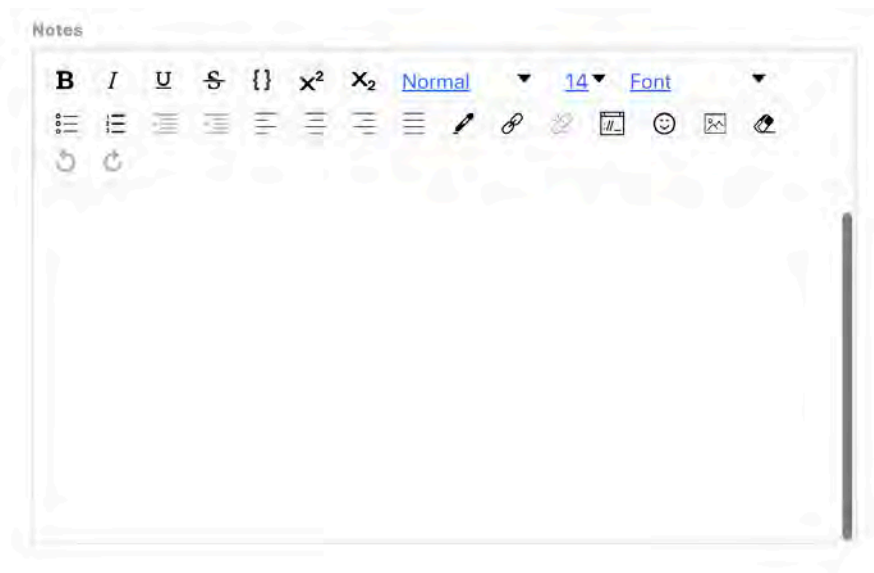
Emergency Contact Phone

(406) 755-3647

People Authorized to Pick Up Your Pets

Thunder & Penny

The next section is for notes, anything extra you would like us to know. This is not required.



Next use the drop down to select how you heard about us.

How Did You Hear About Us?

Select Option

The next section is our agreements. Click on each agreement, read, and sign.

Legal Agreements *

Daycare Evaluation Agreement	View & Sign →
Diarrhea plan of action and cost	View & Sign ←
Glacier K9 Client Release	View & Sign ←
Health Awareness with Dogs in Daycare/Boarding	View & Sign ←
Helping your puppy thrive in Daycare and Boarding	View & Sign ←

After review the full agreement, you will see the section stating that you have read and agreed. Type your name and click on the Blue “I Agree” box.

Typed Name Constituting Legal Signature →

Type Name Here...

→ **I AGREE**

Once all agreements are signed, they will light up **green** and say “Signed”.

Legal Agreements *

Daycare Evaluation Agreement	Signed →
Diarrhea plan of action and cost	Signed →
Glacier K9 Client Release	Signed →
Health Awareness with Dogs in Daycare/Boarding	Signed →
Helping your puppy thrive in Daycare and Boarding	Signed →

Continue TO PET(S)



Once all the required agreements have been signed, click on “Continue TO PET(S)”

This will pull up your **Pet** information section.

Review the **bolded text** at the top of the screen that starts with “**Must have RABIES, DHPP & BORDETELLA**”



New customer registration

Please fill out the required information below for yourself and your pet(s) to complete your registration.



You



Pet



Done



Pet 1

Must have RABIES, DHPP & BORDETELLA vaccines emailed or dropped off at Glacier K9 10 days before reservation to avoid cancellation.

At this time, we are not accepting out of town/state reservations.

Any line starting with a * is required to have some sort of response to complete the profile.

Thank you

Scroll down and answer all questions.

***Name ***

Lucky

***Species ***

Dog

***Breed ***

Dalmatian

***Color and Markings ***

Black and White

***Sex ***

Male

Female

***Spayed or Neutered? ***

Yes

No

***(Approx.) Weight (whole numbers) ***

45 lbs

*** Date of Birth ***

April 01, 2024

Use the Drop Down to select your vet

***Veterinarian ***

Central Valley

- All Creatures Animal Care Center
- All Creatures Animal Care Center, Madison MS
- All Creatures Great & Small
- All Creatures Great and Small
- All Creatures Great Vet Clinic
- ALL CREATURES VETERINARY CLINIC
- All Critters
- All Critters VCA

Next you will answer if your dog has boarded before.

Please give detailed information. If your dog has not boarded before, you must write “N/A”.

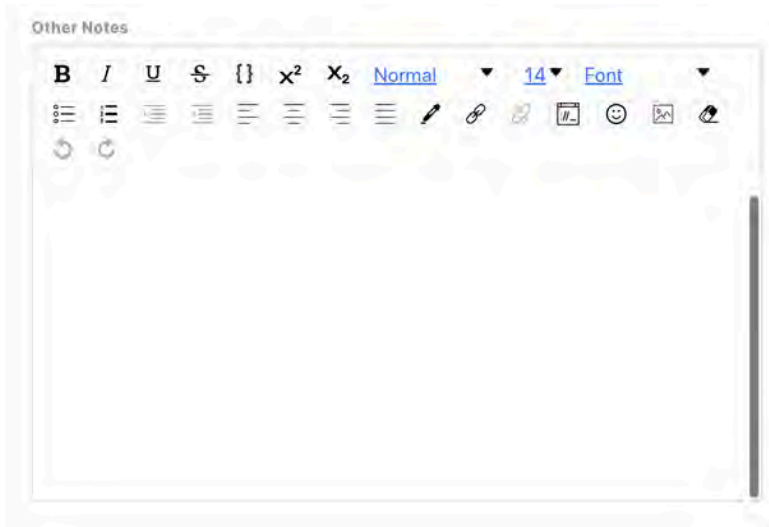
***Has your dog(s) boarded before? If so describe how they did? If not must write N/A to proceed. ***

Check the boxes next to any/all that apply

***If you mark that your dog or one of your dogs has exhibited or is known to exhibit one of these behaviors please contact us before proceeding on with your profile to make sure we are able to accommodate your dog. Thank you ***

- Fence climber?
- Digger?
- Dog aggressive or bitten a dog before?
- Human aggressive or bitten a human before? We have a lot of human interaction at our facility.
- Excessive barker?
- Separation anxiety? Leads to diarrhea, barking and loss of appetite?
- Fence fighter?
- My dog(s) DOES NOT exhibit any of these behaviors.

Other Notes - Please fill out any other notes if you would like, otherwise skip this box.

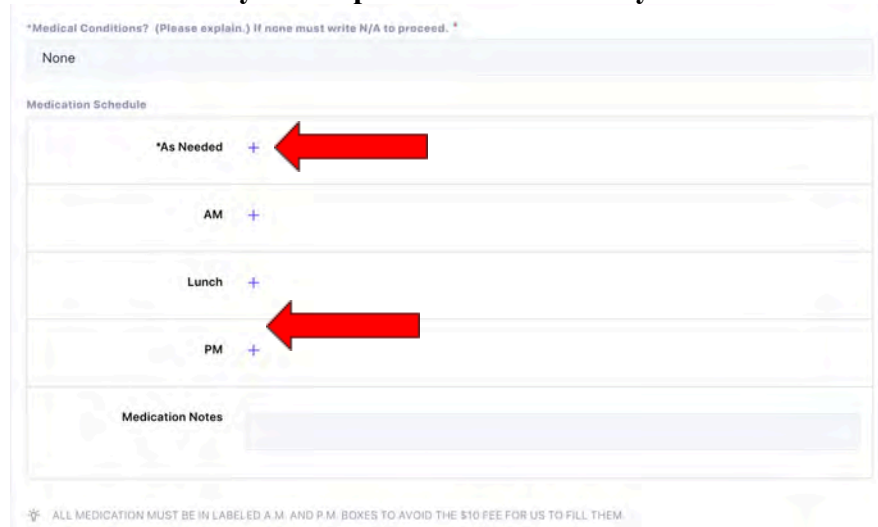


The image shows a text editor window titled "Other Notes". It features a rich text toolbar with various icons for text formatting (bold, italic, underline, strikethrough, bulleted list, numbered list, indent, outdent, link, unlink, insert link, insert image, undo, redo) and a font color selection tool. The text area below the toolbar is currently empty.

MEDICATIONS

****If your pup has medications, please have the pills in a clearly labeled and dated pill box at drop off for a boarding reservation. If you do not have a pill box, we have some that you can purchase in our lobby for \$5****

To add medications, click on the blue “+” sign next to the time of day that you give the medication. Then fill out the drop down menus for the **amount of medication** and the **name of the medication**. **Be specific!**



The image shows a form for entering medication information. At the top, there is a question: "*Medical Conditions? (Please explain.) If none must write N/A to proceed. *". Below this is a text input field containing "None". The main section is titled "Medication Schedule" and contains four rows, each representing a time of day: "*As Needed", "AM", "Lunch", and "PM". Each row has a blue "+" sign to its right. Two red arrows point to the "+" signs for "*As Needed" and "PM". Below the schedule section is a "Medication Notes" text area. At the bottom of the form, there is a small disclaimer: "ALL MEDICATION MUST BE IN LABELED A.M. AND P.M. BOXES TO AVOID THE \$10 FEE FOR US TO FILL THEM."

FEEDING

Left Drop Down Menu | Feeding Instructions | Right Drop Down Menu

The screenshot shows a 'Feeding Schedule' form. At the top, there are three red arrows pointing to dropdown menus. The first arrow points to a 'Select...' dropdown on the left. The second arrow points to a 'Select...' dropdown in the middle. The third arrow points to a 'Select...' dropdown on the right. Below these dropdowns is a 'Free Feed' button. The form is divided into sections for AM, Lunch, PM, and Treat. Below the AM section, there are fields for 'Feeding Method', 'Food Type', and 'Feeding Notes'. The 'Feeding Method' field has a 'Select...' dropdown. The 'Food Type' field has a dropdown menu with 'Owner Provided' selected. The 'Feeding Notes' field contains the text 'We leave food out all the time, she eats as needed'.

Here you will explain how much and how often to feed your dog.


The left drop down menu is the amount (i.e. 1, 2, 3, 3/4, etc).

The drop down menu on the right is the measuring tool (i.e. cup, scoop, ziploc bag, etc.)

Underneath this you may write any specific notes or add-ins that you would like for us to feed your dog. Such as “Add 3 tbsp pumpkin and mix well” or “add ¼ cup of water to dry food” or “Use a slow feed bowl”.

Checking in Goodies - You can skip this section. This section is used for boarding.

Check in goodies - Optional to customers but please fill out belongings section in entirety when boarding.

 Upload photo

Answer the following question only if you have more than one dog that would be staying together in 1 room.

If dog has sibling attending simultaneously, can dogs be fed together?

Yes

No

Yes but watch one may eat the other ones food

Click to upload a photo of your pet.

Photo



Upload photo

If you need to add another Pet, click Add New Pet

If you are done, select Complete The Registration.

ADD NEW PET

< BACK

COMPLETE THE REGISTRATION