

# Visitor Registration – Save the Dogs BIH

**PERSONAL DETAILS**

Name / Surname \_\_\_\_\_ Name Organisation \_\_\_\_\_

Address \_\_\_\_\_ Zip Code \_\_\_\_\_

Country \_\_\_\_\_ Birthdate \_\_\_\_\_

E-Mail \_\_\_\_\_ Phone No. \_\_\_\_\_

**YOU ARE....**

Donor     Animal Organisation     Interested in Sponsorship / Donation     other

Sponsor / Name of dog \_\_\_\_\_

**YOUR REASON FOR THIS VISIT.....** *(Keywords or full sentences)* \_\_\_\_\_

Visit Date (multiple options possible)

Visit times are from 1:00 PM for 90 minutes \_\_\_\_\_ Number of Participants \_\_\_\_\_



**Visit Terms and Conditions**

To ensure that visits to our ranch are safe and enjoyable for both people and animals, we kindly ask you to read and follow the points below carefully:

**Appointment Scheduling**

Visits to the ranch are only possible by prior appointment and our written confirmation. Without this confirmation, access to the ranch is not permitted.

Please note that each visit involves organizational effort for our entire team.

We strongly advise against making any travel arrangements (flight, hotel, etc.) before receiving written confirmation from us.

**Visit Times**

To provide the dogs with maximum calm and stability and to allow proper planning with our team, we kindly ask you to schedule visits at least two weeks in advance.

**Photos and Videos**

The taking of photos and videos is only permitted with prior coordination on site and with our explicit consent.

**Behavior Rules**

On-site, you will be introduced by our team to the applicable rules of conduct. Please follow these instructions carefully – they are for everyone’s safety.

**Donations**

We cannot accept food donations, as our dogs always receive the same type of food, and we cannot mix it with other types. However, treats are very welcome – they should not be fed directly to the dogs on-site but handed over to our team, who will distribute them at the appropriate time. Other donations (e.g., blankets, toys, or accessories) are very welcome. If you plan to bring something during your visit, please let us know when registering so we can inform you of our current needs.

**Weather and Clothing**

Please note that we are not responsible for damaged clothing. Our dogs are excited to see visitors – they may jump or playfully interact, which can unintentionally soil or damage clothing. We therefore recommend wearing older or sturdy clothing that can get dirty or damaged, as well as good, closed shoes.

We also ask that you check the weather forecast before your visit and dress appropriately.

In case of heavy rain, the tour may not take place for safety reasons. Whether the tour will go ahead is decided in the morning – if it needs to be cancelled or postponed, we will contact you directly via WhatsApp.

**Children at the Ranch**

Children under 12 years old are warmly welcome at our main ranch (where Kango and others live)! Please note, however, that our other ranches are not suitable for younger children, as many dogs are very lively, playful, and sometimes a bit boisterous.

We want the visit to be safe and enjoyable for everyone – especially our little guests. Therefore, please inform us in advance if you are bringing children so we can plan the visit accordingly.

**Punctuality**

Please be punctual, as each visit is carefully scheduled, and our team dedicates a lot of time to you. If you are unable to arrive on time, please notify us as early as possible to avoid delays.

The exact address and further information will be provided with your appointment confirmation.

**Form and ID Copy**

Pease return this form completed and signed, along with a copy of your ID.

Date, Place \_\_\_\_\_

Signature \_\_\_\_\_

## Privacy Policy

(in accordance with the Swiss Federal Act on Data Protection, revDSG)

### 1. Data Controller

Savethedogsbih  
Amsleracherweg 18  
5033 Buchs  
Switzerland  
E-Mail: [Info@savethedogsbih.ch](mailto:Info@savethedogsbih.ch)  
Website: [www.savethedogsbih.ch](http://www.savethedogsbih.ch)

The Executive Board of the association, or a person appointed by it, is responsible for data processing.

### 2. General Principles

We process personal data exclusively in accordance with the Swiss Federal Act on Data Protection (revDSG). Personal data refers to all information relating to an identified or identifiable person.

#### Data processing takes place:

- for the fulfilment of our association's purpose
- for handling adoptions or visits
- for donation management
- for communication
- based on your consent
- to safeguard legitimate interests (e.g. website security, documentation in animal welfare)

### A. Applications and Placements

#### 3. Adoption or Visit Applications:

If you submit an application (e.g. adoption application or visit request), we process the personal data you provide in order to review and handle your request.

#### Processed data:

- First and last name
- Address
- Phone number
- Email address
- Date of birth
- Professional situation
- Information about housing and family situation
- Information about existing animals
- Experience with animal care
- References (e.g. veterinarian)
- Additional voluntary information

#### Purpose of Processing

- Assessment of suitability
- Placement decision
- Contract execution
- Follow-up checks
- Documentation in the interest of animal welfare



#### 4. Retention Period

Applications, forms, correspondence and related documents are retained for a maximum of 1 year after completion of the respective process.

After this period, the data will be securely deleted or destroyed, unless a legal retention obligation applies. Accounting-related documents are retained for 10 years in accordance with Art. 958f of the Swiss Code of Obligations.

#### B. Donations

##### 5. Donor Data

**We process the following data:**

- Contact details
- Payment information
- Donation amount
- Communication data

**These data are used for:**

- Processing donations
- Issuing donation confirmations
- Accounting
- Association communication

##### 6. Donations via Third-Party Platforms (GoFundMe, Teaming)

When donations are made via external platforms such as:

- GoFundMe
- Teaming

data processing is also carried out by the respective platform. The following data may be processed in particular:

- Name
- Email address
- Payment information
- Donation amount
- Voluntary messages

Please refer to the privacy policies of the respective providers.

Data may be transferred abroad (e.g. EU or USA). The association has no full control over data processing by these platforms.

We generally only receive the information necessary to allocate the donation.



## C. Website

### 7. Server-Logfiles

When visiting our website, the following technical data are automatically collected:

- IP address
- Date and time of access
- Browser type
- Operating system
- Referrer URL
- Accessed pages

These data are used solely for technical security and stability of the website

### 8. E-Mail

If you contact us by email, your information will be stored for processing the request. Deletion takes place after 1 year at the latest, unless further cooperation or legal obligations apply.

### 9. Cookies

Our website may use technically necessary cookies required for operation.

No analytics or tracking tools are used.  
You can disable cookies in your browser settings.

### 10. Social Media

We operate profiles on social networks (e.g. Instagram, Facebook, YouTube or TikTok).  
When interacting, the privacy policies of the respective providers also apply.



## D. Data Security and Rights

### 11. Data Security

We implement appropriate technical and organisational measures to protect personal data against unauthorised access, loss or misuse.

### 12. Rights of Data Subjects

Under revDSG, you have the following rights in particular:

- Access
- Rectification
- Deletion (if retention obligations no longer apply)
- Restriction of processing
- Data portability

Requests must be submitted in writing via email.

### 13. Changes

We reserve the right to amend this privacy policy if necessary. The current version shall apply.

### Declaration of Consent

By signing, I confirm:

- that I have read and understood the privacy policy of the animal welfare association Savethedogsbih,
- that I agree to the processing of my personal data as described.

Place, Date: \_\_\_\_\_

Name (block letters): \_\_\_\_\_

Signature: \_\_\_\_\_

