**KKFI ANIMAL POLICY**

**Adopted by the KKFI Board of Directors Feb 27, 2019**

1. All animals are prohibited from the premises at KKFI at all times, with the following exceptions:
   1. Designated service animals as defined under the Americans with Disabilities Act (ADA).
   2. A domesticated animal brought into the station for a duration of less than 4 hours for strictly humanitarian reasons (such as, not wanting to leave it in a hot/cold car, fear of theft of or injury to the animal, etc.). This exception is only to be used in exceptional circumstances, such as a necessity to have an animal in a car because of transportation to or from a veterinary appointment and similar circumstances. This exception does not constitute permission to regularly bring animals to the station for periods of less than 4 hours.
2. The following rules apply to all animals allowed under this policy:
   1. All animals must be maintained on a short leash, harness, within an enclosed carrier, or under other restraint at all times which prevents any unwanted contact with any other persons, except as follows with respect to service animals, and must be under control at all times.
   2. Service animals (as defined by the ADA) must be on a leash at all times, unless impracticable or unfeasible due to owner’s/handler’s disability. The owner/handler of a service animal must be in full control of the animal at all times.
   3. Animals allowed under this policy shall be immunized against rabies and other diseases common to that type of animal.
   4. The owner/handler of any animal that enters the station is solely responsible for any damage or injury to anyone the animal may cause on the premises.
   5. The owner/handler of any animal that enters the station is solely responsible for ensuring prompt and complete cleanup of any property that the animal might soil.
   6. If the presence of the animal represents a clear and present safety hazard or danger, the animal is out of control of the owner/handler, or the animal is not housebroken, the animal may be banned from the station premises.
   7. Animals may be excluded from areas of the station where the presence of the animal would or could be disruptive or result in a risk of damage to station property.
3. Guidelines involving service animals as defined by the ADA are as follows:
   1. Station personnel only have the right to ask if an animal is a service animal and what type of work the animal is trained to do.
   2. There is no certification process or licensing process for service animals. At no time should the owner of a service animal be asked about the owner’s disability or medical history, be required to possess any special identification card regarding such owner’s disability, or be asked to demonstrate the animal’s ability to perform work.
   3. An allergy or fear of a service animal is not considered sufficient grounds to ban its presence.