

## **SAMPLE LETTER FOR DOCUMENTING VISITS**

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(Documentation letters must be on facility/agency letterhead)

(Date)

Dear AKC Therapy Dog Program,

Please accept this letter as documentation that (your name) and her/his dog, (dog's name) have completed the 50 required visits for the AKC Therapy Dog title at our facility. The volunteer and therapy dog visited from (date/year) to (date/year).

Signed,

Name of facility contact person

Title

Address (of facility)

City, State, Zip

Phone

Email

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*Note to therapy dog handler: If you visited more than one facility for your 50 visits, you would have a letter from each facility specifying the number of visits you and your dog made to that facility.*