



To: Pastors
CC: Parish Administrators
From: Dr. Volodymyr Smeryk, M.B.A, J.C.D, J.D.
Chancellor, Diocese of Venice in Florida

Date: March, 2018 (Updated, October, 2025)

Re: Pet Policy Requirements

Due to the potential unpredictable behavior and the risk of bodily injury to visitors, employees, and volunteers at the locations of any of our Diocesan entities, lay persons, priests and religious are not allowed to have personal pets on Diocesan property, except as follows:

Effective July 1, 2018, Clergy are allowed to keep pets only if they maintain the appropriate city and county pet licenses and purchase personal liability insurance coverage through the Diocese insurance program, which will protect you and the Diocese from any claims caused by the pet. The pets must be restricted to clergy living quarters/residences. Animals are not to be allowed in offices or areas where employees and visitors are present. Dogs and other pets are to be kept away from staff and visitors, and proper warnings posted according to appropriate city and county ordinances. Contractors and vendors on the property must also be advised of their presence in writing, and animals must be restrained while vendors or visitors are on the premises. Should an animal cause bodily injury to any person, it must be removed permanently from the property.

The attached procedure covers the steps necessary to obtain insurance for your pet through the Diocese Risk & Insurance Manager.

Parish or Diocesan entities that are in violation of the Pet Policy will be responsible for payment of any claims and their expenses that arise due to those violations.

Thank you.



Pet Registration and Insurance Procedure

March, 2018

Effective, July 1, 2018, All clergy with pets are required to follow the Pet Policy Requirements and purchase personal insurance coverage through the Diocese to be covered in the event of a claim for injury or property damage caused by the pet.

In order to register your pet and purchase coverage, please forward the following information to Tracy Brooks, Risk & Insurance Manager at the Catholic Center. brooks@dioceseofvenice.org. Telephone: 941-486-4732.

Information Required:

1. Pet owner name
2. Pet Name, Age, Breed and Weight
3. Photo of Pet
4. Housing location of Pet
5. Date of Acquisition of Pet

Upon receipt of the above information, you will be quoted with the cost of the coverage and next steps.

If you have any questions related to this registration process or the Pet Policy Requirements, you may call the Diocesan Risk & Insurance Manager, Tracy Brooks at 941-486-4732.

Thank you.