Stray Animal Sighting Report

Date:
To Whom It May Concern,
I am writing to report a sighting of a stray animal in our neighborhood. Please find the details below:
Animal Description:
 Type: (Dog/Cat/Other) Breed: Color: Size: (Small/Medium/Large)
Size:(Small/Medium/Large)Markings:
Location of Sighting: Address: Landmark: Date and Time of Sighting:
Additional Notes:
I hope this information can assist in helping the animal and ensure its safety.
Thank you for your attention to this matter.
Sincerely,
Name:
Contact Information: