

JCCA Policies and Guidelines

Guidelines for JCCA Specialties

I. General Information

The Japanese Chin Club of America (JCCA) holds one National Specialty per year. A JCCA Parent Club Specialty will generally be held one to two days prior to the National Specialty. Sweepstakes will be held in conjunction with the National Specialty and may also be held in conjunction with the Parent Club Specialty. The National Specialty will be either an independent or designated specialty, with an independent specialty preferred.

II. How to Bid to Host a Specialty

- A. A National Specialty and Parent Club Specialty bid must be submitted by a JCCA member who is willing to be the Show Chairperson and who is in good standing with the JCCA and the AKC. A JCCA-recognized local club may sponsor a bid, but said bid would still require submission by a JCCA member in good standing who is willing to be the show chairperson.
- B. Per AKC rules, the Show Chairperson must be present at the show. If the Show Chairperson is unable to fulfill the duties, the JCCA Board of Directors (Board) shall appoint a replacement. The Show Chair shall not exhibit at the show, but dogs owned or co-owned by the Show Chair can be exhibited.
- C. AKC rules will be followed regarding the eligibility to show at the National Specialty. Per AKC, the Superintendent or Show Secretary or any person residing in the same household with the Superintendent or Show Secretary shall not exhibit, and dogs owned by the Superintendent or Show Secretary or their household members shall not be entered at that show. No entry shall be made under a judge of any dog which said judge or household member has been known to have owned, handled, sold, held under lease, or boarded within one year prior to the show.
- D. Judges will be selected according to the JCCA Judge Selection Guidelines. Judges, including sweepstakes judges, cannot exhibit on the same day as their judging assignment; a sweepstakes judge cannot exhibit in conformation at the same event. A sweepstakes judge can exhibit at a different specialty than the one for which they were hired, providing the events are not held on the same day. For instance, the National Specialty sweepstakes judge may exhibit at the Parent Club Specialty if it is held on an earlier or a later date. A sweepstakes judge can also exhibit in rally, obedience, and agility on days they are not judging sweepstakes.
- E. Deadline: By October 1 of the third year preceding the specialty, bids will be sent to the Board and, if available, to the Specialty Support Chair. If the bid is missing information or is not economically viable, they will work with the bidder to address the issues. If there is no bid by October 1 of the third year preceding the specialty, the Specialty Support Chair shall prepare a bid. If a Specialty Support Chair is unavailable, the Vice President shall prepare a bid.
- F. If only one bid is received by the deadline, the Board may approve the show without a membership vote. If there is more than one valid bid received by the deadline, the Board shall submit proposals that are consistent with the guidelines to the membership by written ballot for the majority rule vote.
- G. All services contracted for the specialty will have a signed contract. The President, Secretary, or Treasurer must sign all contracts, including judges' contracts, listing the JCCA as the buyer of specific services for the specialties.
- H. In the event of unforeseen circumstances such as a natural disaster, specialties may be cancelled by a vote of the Board.
- I. The member submitting the bid must include a "business plan" with the bid application. The business plan must include specifics concerning the estimated financial income and estimated expenses for the specialties. The financial plan must show how the

chairperson expects not to exceed the budget. There needs to be some statement about budget/finances made.

III. Bid Considerations

A. Timing & Location

1. The availability of "tail" or "trailer" shows (which are shows in the days following and/or preceding the specialty within close proximity) should be considered. Supported entries and/or sweepstakes may also be considered for the tail shows.
2. Hot weather months should be avoided. There are often airline embargos for shipping brachycephalic breeds during hot weather.
3. Holidays that may decrease attendance should be avoided.
4. Dates that have historically been reserved for a JCCA-recognized local specialty club shows should be avoided unless the local specialty club show is considered in the plans.
5. The availability of health clinics, time and space for meetings, performance events, and health/education/ handling/judge seminars should be considered.
6. Proximity of airports and reasonably-priced hotels must be considered.
7. When sharing specialty space with other clubs, negotiate the location of the Japanese Chin ring to be near other small or docile breeds.

B. Site Requirements

1. The Specialty ring size should be at a minimum of 40 x 50 unobstructed feet.
2. AKC specifies that aisles be at least 10-feet wide.
3. A site diagram must be provided with the bid application.
4. Consider: viewing areas with seating, grooming areas, crating areas, waiting areas for dogs not yet exhibiting, area to seat the show committee, where to display trophies, where to position catalogue sales, where to provide luncheon away from exhibitors, public refreshments, video-taping and photography area, easy access to restrooms, exercise area for dogs, parking & unloading area, and local fire codes.
5. Ring setup will require ropes, stands, tables, chairs, and placement markers.
6. Judges' breed study mentoring space is needed at ringside.
7. A public exercise pen should be provided at the show grounds and hotel.
8. Most sites require a Certificate of Insurance of a specified amount to be in the rental agreement. A copy of this certificate can be obtained from the JCCA Treasurer.

C. Motel & Hotel Requirements

1. The motel or hotel must allow dogs in rooms and have an adequate exercise area. Grassy areas are preferred for outdoor exercising. If a grass or mulched area is not available, negotiate the temporary construction of mulched pens, if needed. The facility must allow several dogs per room, remembering that exhibitors often bring three or four dogs each and often have roommates. If the hotel normally has a dog limit per room, attempt to negotiate a special dispensation for dogs under 10 pounds.
2. Obtain a written quote from the facility with a deadline date for reservations so that the unused rooms can be released to the general public and the JCCA will not be responsible for the cost of unused rooms. (This will be followed by a written contract once the show has been approved by the Board). A block of 25 to 50 rooms has been adequate in the past. Negotiate for discounted room rates, comp rooms, and other perks, keeping in mind that a specialty will bring a significant amount of business to that facility. Try to get the hotel to put dog people on the same floor or floors.
3. Attempt to use hotels that do not require a guaranteed number of room nights. For instance, guaranteeing 50 rooms for three days could put the JCCA in jeopardy of losing \$15,000 or more for 150 total room nights if an event is cancelled due to a weather disaster or a disease outbreak. Also, keep in mind that not all members will choose to stay in the host hotel; some members will use a nearby less expensive or more convenient hotel when available.

4. Attempt to negotiate for rent-free banquet rooms, meeting rooms, and/or exhibit halls or pro-rated exhibit hall rents based on room nights.
5. Negotiating with the hotel/motel can be a challenge, because there may be a change in ownership and staff. It is not unusual to work with two or more staff members at the same hotel/motel during the course of one year. It is important that proposals are in writing and include any negotiated perks, such as free exhibiting space, free judge rooms, free hospitality rooms, and reduced room rate. When all of the agreements have been reached, the hotel/motel will provide a written contract to the Show Chairperson. The document should be sent to JCCA Board for review and signature approval by the President, Secretary, or Treasurer.
6. If the hotel/motel is reluctant to host dogs, it may be helpful to negotiate a set of rules to demonstrate that the club/show committee is committed to protecting their property from damage. An example of rules negotiated in the past are listed below:
 1. A grounds-keeping chair will be appointed to ensure members are picking up after their dogs.
 2. Dogs left unattended in a guest room will be crated, and plastic sheeting will be placed under each crate.
 3. Housekeeping will be allowed to clean a guest room every day, particularly if dogs are kept in the room.
 4. The individual guest will be responsible for any damage to a guest room or any hotel damage.
 5. Dogs are to be kept on a leash or otherwise confined at all times when out of the guest room.
 6. The show committee will investigate any problems that are outlined above.

Stipulations can be worked into the hotel proposal and contract if necessary. Hotels/motels that are not used to having dogs are often more willing to open their doors to dog owners if these concessions are mentioned. Advise them that per Section 1 and 2 of AKC's Dealing with Misconduct, the show committee reserves the right to retain bench show jurisdiction over exhibitors whose names have been referred by hotels/motels as having left their rooms and/or grounds in a state that appears negligent or offensive. The exhibitor will be responsible for pickup after their dogs at the motels/hotels.

7. Vendors: If having vendors at the show site on hotel/motel grounds, be sure to inquire if the hotel/motel allows it. Vendors need to sign a contract with the Show Chairperson releasing JCCA and the show committee of all liability from damage, theft, and loss. Vendors must have their own insurance coverage. A suggested vendor fee is \$100 for a 10 x 10 feet space or a product donation to be used for raffle or auction. All fees should be paid before set up. Check with the site's manager concerning their security and determine if it will be adequate for your needs.
8. Banquet Facilities: Space is needed for approximately 30 to 70 people. You may not be charged for this room when food is being served. Be sure to inquire. Consider including a cash bar for the banquet and auction. This cost can range from \$25-\$75. The banquet chair will arrange the meal selection. Tickets to the banquet will be sold to members prior to the specialty. The amount charged to the diners should cover the expenses for the banquet. Be sure to include tax and tip when considering what price to charge per meal. Near the banquet conclusion, the President will make remarks. At this time, annual awards, such as Top Show Dog and Bitch and Top Stud Dog and Brood Bitch, may be given to JCCA members. Top Twenty Certificates may be given at the banquet

or after a Top 20 Competition. (See [Awards Policy & Procedures](#)). After the banquet, there is generally a live auction of donated items. A volunteer auctioneer may be chosen for this event. A silent auction may also be held at the banquet or during the show.

9. Meeting/Hospitality Space: One room dedicated for the term of the specialty should be sufficient for holding the hospitality room, board meeting, general meeting, breed study group, and various seminars. You may need to seat 40 to 60 people. In the past, hotels have given us this room at no extra charge. Inquire as to what food and drinks are permitted to be brought in to the hospitality room or if outside catering services are permitted. Make sure this is written in your quote/contract. Ballrooms used for the show can also be multi-purposed for general meetings, demonstrations, etc.
 10. The accommodations must be easily accessible. Be sure dogs are allowed on elevators. It is also best if a block of rooms is reserved in one area apart from other non-canine guests. Be sure there are facilities available for the handicapped and the elderly, i.e., elevators to assist the elderly and handicapped in moving easily from floor to floor.
 11. Shuttle service to and from the nearby airport is advised. Try to locate one that allows dogs for a nominal fee or free of charge. Inquire with the hotel regarding the hours their shuttle service is available and/or their recommended shuttle and taxi services. Arrangements should be made for someone to pick judges up from the airport; the person who picks up a judge should not be an exhibitor under said judge.
 12. Facilities for motor homes are preferred. If outdoor electric and water hook-ups are not available, try to locate a nearby campground that also allows dogs. Check into restroom and shower facilities.
- D. Show Superintendent
1. The Superintendent of a specialty show must hold a license from the AKC. The choice of Superintendent or Show Secretary must be included in the specialty bid. (If we use a professional all-breed such as Onofrio or MB-F, it will come out cheaper in the long run.) Request a written proposed contract with a list of the cost of postage, materials, printing, and fees to be included in the bid application and business plan.
 2. If the Superintendent or Show Secretary is doing both the show premium and catalog, advise them as to the quantity of each. Base the catalog count on the specialty entries plus extra for fanciers; a quantity of approximately 100 to 150 show catalogs should be adequate. Excess quantities of unsold catalogs can add up to considerable cost. NOTE: IT IS AN AKC RULE THAT NO CATALOGS MAY BE SEEN IN ADVANCE OF THE SHOW.
 3. The Superintendent or Show Secretary will have advertising forms or other established criteria for catalog advertisements. Find out when the advertisements need to be submitted to the Superintendent/Show Secretary, in order to help facilitate setting an ad deadline for the Catalog Advertising Chairperson.
 4. Entry fees should be in line with the fees for current all-breed shows; consider a price break for Puppies, Veterans, and Bred By Exhibitor classes. Fees are often waived for Junior Showmanship.
 5. Ribbons for major awards should be upgraded from the standard superintendent ribbons, or they may be subtracted from the standard contract with the superintendent and instead ordered from a separate supplier. Costs range from \$400-\$600 per show.
- E. Trailer or Tail Shows: Joining an existing show or circuit may generate a larger entry. If part of the circuit, the chairperson may apply to the JCCA Board for supported entries approval. Supported Entry applications should be made in time to comply with the trailer shows' premium list deadline. A request for a supported entry generally needs to reach AKC at least 18 weeks prior to the closing date of the show. (See JCCA Supported Entries Guidelines.)

- F. Provide geographical information: describe area, transportation, and access to major highways, airports, and local attractions.

IV. Specialty Considerations

A. Additional Responsibilities of the Show Chairperson:

1. The Show Chair is responsible for all AKC applications, including applications for regular AKC classes, sweepstakes, and veteran sweepstakes, show site, and judge. To avoid the mistake of missing classes, the applications should be copied to the JCCA Board and, if available, to the Specialty Support Chair for review.
2. The Show Chair should hire a photographer and obtain a signed contract. The photographer should agree to provide a free set of digital photographs of the winners to the JCCA. Pictures of the winners should be sent to the Chin Chit Chat Editor within two weeks from the date of the Specialty.
3. The Show Chair must contract a local veterinarian. The veterinarian's name and directions to his office must be published in the premium list. A vet doesn't need to be present but must be on call.
4. The Show Chair must see that the date and location of the JCCA Annual General Meeting is placed in the premium list and that a copy of the premium list is mailed to each member. The Treasurer will provide the Show Chair with a list of members.
5. Inquire with the hotel about the emergency services available for attendees.
6. The Show Chair must have the money for the Puppy Sweepstakes and the Veteran Sweepstakes in envelopes the morning of the sweeps. The JCCA Treasurer can send an advance if necessary. Check to see if the show superintendent or show secretary will provide this service.
7. Skilled ring stewards are very important. Non-member ring stewards will be paid \$50 and receive their banquet meal complimentary. Ring stewards who are members can be reimbursed for lodging or meals up to \$50.
8. Provide marked catalogs as follows:
 1. One for the JCCA Historian
 2. One for the Chin Chit Chat
 3. One for the JCCA Secretary

B. JCCA Treasurer's Responsibilities:

1. The Treasurer must have a copy of all AKC applications. Copies of JCCA Board approved financial reports of the past specialties are maintained by the Treasurer and made available to the requesting party. This will enable them to determine costs in obtaining quotes and contracts. These copies are to be provided by the Treasurer and must be sent to the requesting party within 14 days following the request.
2. The Treasurer will be responsible for allocating funds in advance to the Show Chairperson. An invoice, written receipt, or written request noting the items which funds are to cover must be submitted prior to any funds being advanced. This advancement must be returned if unused. Advancements will be sent to the Show Chairperson within 14 days of written request. Any major expenses will be paid via the club credit card or checking account maintained by the Treasurer.
3. The Treasurer should be directly involved in the financial aspects of the show.

C. Specialty Support Committee's Responsibilities:

1. The purpose of this committee is as stated "support" and any needed guidance from bidding on the show to the actual organizing and running of the Specialty.
2. A copy of the specialty guidelines will be sent to any member bidding for a specialty.
3. Copies of previous specialty bids will be provided if requested. Material requested must be sent within 14 days following the request.
4. The committee will provide the Show Chairperson with [AKC's Checklist for Conformation/Obedience Application](#)
5. The committee must provide Show Chairperson with the following AKC pamphlets:

1. [Rules Applying to Registration and Discipline](#)
2. [Dealing With Misconduct](#)
3. [Rules, Policies and Guidelines for Dog Show Judges](#)
4. [Junior Showmanship](#)

These publications must be available during the specialty shows and be returned to the Specialty Support Committee within 30 days after the conclusion of the show.

6. Make sure all remaining merchandise, trophies, etc. are returned to the Specialty Support Committee.

D. Trophies

1. The Trophy Chairperson will canvas for trophy donations. Trophy Donations and Catalog Ads cannot be solicited until the completion of the prior specialty.
2. Donors may specify placements as to where their donation is to be applied, e.g., Best of Breed. All funds that are not specified by special request will be used for the general trophy fund. A list of these donors will be placed in the premium list and catalog.
3. Trophies given at the Parent Club Specialty may be limited to Best of Breed, Best of Winners, Best of Opposite Sex, Winners Dog, Winner Bitch, Best Puppy, Best Bred-By, and Best Veteran.
4. Total trophies (not including ribbons) may cost approximately \$2000-\$5000 for the National Specialty and the Parent Club Specialty combined. Trophies for each placement purchased shall cost at least 75% of the money donated for each placement. If an artist is used, a written bid must be obtained and agreed upon by the artist, trophy chairperson, and show chairperson.

E. Seminars and Clinics are the responsibility of the Show Chairperson in coordination with Education Committee Chairperson, Performance Chairperson, and Health Committee Chairperson.

1. Judges Education Seminar and Exhibitors/Breeders Seminar: After the specialty bid is approved, the Show Chairperson should immediately contact the Education Chairperson. The Education Chairperson will then notify *AKC Gazette* for publication. The Education Chairperson is responsible for all arrangements except for the equipment needed such as overhead projectors, screens, video equipment, microphones, etc. Day, time, and location arrangements should be made with the Education Chairperson in order to coordinate with other show events. The Show Chairperson and the Education Chairperson will agree on final time and place, but the Show Chairperson will be responsible to arrange equipment rental needs. The cost of the rental will be covered by JCCA.
2. Other optional activities (e.g., performance demonstrations, fun matches, costume contests, etc.) are the responsibility of the Show Chairperson. All must be approved by AKC as a special attraction.

F. Identify All Committee Members:

1. JCCA Board
2. Show Chairperson
3. Trophy Chairperson
4. Hospitality Chairperson
5. Catalog Advertising Chairperson
6. Vendor Chairperson
7. Raffle/Auction Chairperson

V. Expenses

- A. All checks must be made payable to the JCCA. The show chairperson will forward all checks and receipts to the Treasurer after updating their income and expense ledger. Keep a good and updated ledger of income and expenses. Retain copies of receipts and

contracts. All checks must be deposited within 7 to 14 days of receipt. Receipts are required for all reimbursements.

B. JCCA Responsibilities:

1. Specialty Judge's expenses:
 1. A judge's fee and travel expenses which include travel, motel, and meals shall not exceed \$1200 for domestic and \$1500 for foreign judges without board approval. The JCCA reserves the right to request receipts.
 2. Banquet meal.
 3. Specialty judge's gift not to exceed \$50.
2. Sweepstakes judge expenses:
 1. One night lodging within the same motel facilities provided for JCCA members.
 2. Banquet meal.
 3. Sweepstakes judge's gift not to exceed \$50.
3. Superintendent's/Show Secretary's expenses:
 1. Superintendent's/Show Secretary's fee
 2. Premium list printing and postage, both domestic and foreign
 3. Judging programs printing and postage, both domestic and foreign
 4. Cost of ribbons and rosettes
 5. Catalog printing (Advertising and sponsors should be solicited to help defray costs.)
4. Site Expenses:
 1. Cost of site and any cleaning fees
 2. Cost of renting chairs or tables, if needed
 3. If outdoor site, cost of tents and porta potty rentals
5. Trophies (Donations must be solicited to help defray most of the costs.)
6. Show Photographer:
 1. Deposit, if required, should not exceed \$50.
 2. The contract should specify that a disc of win photos be sent to the editor of the *Chin Chit Chat* within two weeks of the show.
 3. Consider utilizing the photographer that is being used at the tail show.
7. Ring steward's fee of no more than \$50 and payment of ring stewards' banquet dinner.
8. Miscellaneous expenses:
 1. Table centerpieces or decorations not to exceed \$200 total. (Centerpieces can be raffled at banquet.)
 2. Telephone bills pertaining to the Specialty up to \$100.
 3. Deficit of awards banquet (if any) as well as any unforeseen charges presented to the club following show.
 4. Postage, printing, raffle tickets, name tags, etc.
 5. Hospitality should not exceed \$500. This would include refreshments the evening before the specialty starts and morning refreshments (i.e. coffee, juice, pastries, etc.). No alcoholic beverages will be provided by the club.

C. Expenses not covered: Any anticipated charges not listed as being reimbursed by JCCA should be submitted in writing to the Specialty Support Committee and forwarded to Board for approval. The Board must make a decision within 21 days of receipt of notice.

D. Costs in considerable excess of the average costs, based on past current specialty reports, will be subject to audit. Any costs in question will be brought to the attention of the JCCA Board for review and will not be paid to the Show Chairperson until the Board's final decision whether or not to allow the additional costs. The Board must meet concerning the cost inquiry within four weeks of submission of costs in question. If the additional costs are not approved and the Show Chairperson has already received compensation for them, he/she will be responsible for repayment. If payment has not been given to the Show Chairperson, only those costs deemed to be appropriate will be paid to the Chairperson. The Board will have final ruling on this matter

VI. Specialty Judge Requirements

- A. The judge for the Specialty will be selected according to the JCCA Judge Selection for Specialties Guidelines.
- B. The judge's contract should state that the selected judge should not judge Japanese Chin in the United States for six months prior to the specialty. The contract should contain a clause stating that any judge who is not in good standing with the JCCA and the AKC is ineligible to judge JCCA Sweepstakes or Specialty regular classes and that loss of good standing with the AKC or JCCA is grounds for cancellation of the judging contract.
- C. The Show Chair shall determine whether the selected judge is eligible to judge Junior Showmanship at the National Specialty. If the member-selected judge is unable to judge Junior Showmanship, the Show Chair may select a judge for Junior Showmanship.

VII. Financial Report

All original receipts must be received by the JCCA Treasurer no later than 45 days after the specialty. The Show Chairperson is encouraged to submit receipts as funds are expended. Receipts submitted should include the specialty expense category (e.g., decorations, hospitality, supplies). A financial report will be prepared and submitted to the JCCA Board by the Treasurer. An extension of 2 weeks, but not more than an additional 30 days, will be granted upon written notification to the Board of serious illness or death in the immediate family. The Show Committee is encouraged to maintain a reasonable budget so that the show expenses do not exceed the revenue from this event.

VIII. Required Specialty Show Classes

- A. Puppy Sweepstakes:

Same Class Division for both Dogs and Bitches

6 to 9 Months
 9 to 12 Months
 12 to 18 Months
 Best In Sweepstakes and Best Opposite Sex In Sweepstakes

No champions of record are eligible for Sweepstakes. This must be stated in the premium list.

- B. Veterans Sweepstakes:

Same Class Division for both Dogs and Bitches

8 Years & Under 8 Years
 8 Years & Under 10 Years
 10 Years & Older
 Best in Veteran Sweepstakes and Best Opposite Sex In Veteran Sweepstakes

Puppy Sweepstakes and Veteran Sweepstakes division of entry money should be as follows: 35% of total entry fees will be retained by the club for expenses. The remaining 65% will be divided as follows: First Place 40%; Second Place 30%; Third Place 20%, Fourth Place 10%. There is no money given to the all-breed clubs from our sweepstakes.

- C. Regular Classes:

Same Class Division for both Dogs and Bitches

6 to 9 Months	Bred By Exhibitor	Best of Winners
9 to 12 Months	Open Black & White with Tan Points	Best of Opposite Sex
12 to 18 Months	Open Black & White	Best of Breed
Novice	Open Red & White	
American Bred	Winners and Reserve Class	

D. Non-Regular Classes:

Veterans (six years or older) must be divided by sex and judged after winners but before Best of Breed.

Best Puppy in the classes - If a puppy wins BOB, it is automatically Best Puppy.

Best Bred By Exhibitor - If bred by wins BOB, it is automatically Best Bred By.

Best Veteran - If veteran wins BOB, it is automatically Best Veteran.

Stud Dog - Will be for stud dog and three to five of their get.

Brood Bitch - Will be for Brood Bitches and three to five of their get.

Owner of Sire/Dam need not be owner of offspring. An entry fee is to be charged if the Sire/Dam and offspring are not entered individually in a regular class, BOB Competition or some non-regular class other than Stud Dog or Brood Bitch. Offspring will be permitted if the club permits, however, an upper limit must be stated in the premium list. The Board must approve this change. A castrated male may be entered as Stud Dog in the Stud Dog Class and a spayed bitch may be entered as Brood Bitch in the Brood Bitch Class.

Brace Class - Two dogs of the same breed, identical ownership is required.

Parade of Champions - Any Chin that has received an AKC title.

Junior Showmanship

Obedience Classes (Currently, JCCA is not licensed for performance events.)

Top Twenty Competition (optional) is normally after Sweepstakes competition.

Canine Good Citizen Test may be offered. Awards and information are available through AKC.

Any other AKC approved special attractions or classes.

Please refer to the AKC Show/Trial Manual for more information regarding classes. The manual is available on the AKC website.

IX. Additional Information & Suggestions

- A. Specialty Logo: Select a logo for your specialty. Logo artwork can be used to help sell products such as shirts, hats, and pins. Be sure to get an artist release to use the artwork on items for sale. Get a quote from various suppliers that should include minimum quantity ordered. It is wise to take advance orders by promoting the product to all members. Take care to avoid over-ordering.

B. Fund Raising Hints:

1. Auctions, raffles, and bingos are a great tradition and have been very profitable. Success is directly related to solicitation of donations. Art auctions have been successful in the past.
2. Volunteers are encouraged to visit feed & grain stores, veterinarians, dog food companies and dog show vendors to ask for donations. Also, contact non-dog businesses to solicit products and gift certificates.
3. Catalog ads are an important source of funds. They should fully cover the cost of printing. Solicit ads from the membership, local business, and major dog food companies.

- C. The offering of any livestock as door prizes, auction items, raffle items, trophy items, etc. is prohibited by the Japanese Chin Club of America.
- D. Motel/Hotel Room Damage:
 - 1. Show Chairperson should publish a note in show premium to the effect that members will be held responsible for damage done to their rooms.
 - 2. Refer to Section 1 and 2 of AKC's Dealing with Misconduct.
- E. Benched shows are not an option for our specialties.

Approved January 13, 2016
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