

Chinese Shar-Pei Club of America (CSPCA) Regional Specialty Form & Guidelines

As of June 1, 2021 the following will apply to new applications (the year runs from June 1 to May 31:)

Only "CSPCA Affiliated Clubs" or a "Group of CSPCA Individuals," who are "members in good standing" with the CSPCA, can hold a specialty in the CSPCA name. This CSPCA Regional Specialty form is required to be considered for approval. This form is due at least 60 days before the applications are due to AKC (AKC show applications are due 18 weeks prior to closing date of show.) All forms are to be sent to the Regional Specialty Show Chair, Deanna Liskey, at RegionalSpecialties@cspca.com

All 3rd Party Contracts/Applications, such as AKC, Superintendent, etc., must be signed by the Regional Specialty Show Chairman.

The following are the definitions of those CSPCA members wishing to use the CSPCA's parent club license to hold a show and their parameters/requirements (check one:)

All CSPCA Affiliated clubs, which are licensed by the AKC:

- Are allowed to hold an unlimited number of CPSCA Regional Specialties during the calendar year.
- Timing and location restrictions are to be followed as outlined in the AKC's Rules.
- The hosting club keeps any profit derived from these shows.
- A Club officer must sign this form for the club to be considered the party hosting the show/s.

All CSPCA Affiliated clubs, which are not yet licensed by the AKC:

- Will be limited to holding six CSPCA Regional Specialties a calendar year.
- Timing and location restrictions are to be followed as outlined in the AKC's Rules.
- The hosting club keeps any profit derived from these shows.
- A Club officer must sign this form for the club to be considered the party hosting the show/s.

A Group of Individual CSPCA Members:

- Wishing to put on a CSPCA Regional Specialty will be limited to four shows a calendar year.
- If a show location is within 500 miles of an established CSPCA Affiliated club's territory, that Group of Individual CSPCA Members must obtain permission from said club to hold a show within that area and permission must accompany this form.
- All profits from these shows go to the CSPCA. Any reimbursement requests must use the CSPCA Reimbursement Form: <https://cspca.com/wp-content/uploads/2020/02/ExpenseReport-CSPCA-Fillable.pdf> along with all supporting receipts and sent to the CSPCA Treasurer at Treasurer@cspca.com. The CSPCA will only reimburse expenses for the show/s from the proceeds of the Show(s). Any expenses over the proceeds will be the responsibility of the individual. These expenses are not to exceed the limits set forth in the CSPCA's Policies and Procedure Manual (PPM) under the heading of "National Annual Specialty Show Guidelines for Judges' Fees." The PPM can be found in the Members Only section of www.cspca.com. Trophy and Ribbon costs will not be considered expenses towards the profitability of the show/s. The CSPCA suggests that the applicant group fund them through Sponsorships. Judge's expenses, including Judge's Hospitality, will be reimbursed. Decorations, Exhibitor Hospitality, Exhibitor Gifts, etc. will not be reimbursed. Fundraising is encouraged to help defray the costs. Any profits made from the Show(s) will be distributed to CSPCA National's Hospitality, CSPCA Rescue or CSPCA Charitable Trust, to be determined by the CSPCA Board of Directors.
- Any checks made out to the CSPCA or to an individual for proceeds from a Specialty Show(s) must be turned in to the CSPCA Treasurer at Treasurer@cspca.com within 60 days of the date of the check.

Insurance: All CSPCA members and Affiliated clubs are covered by "Member Club Endorsement" from the CSPCA's insurance carrier (CSPCA BOD voted 2/2020.) This endorsement only covers "the show." It does not cover any other activities or events outside of the approved show itself. The CSPCA will allow the

individuals or clubs to be under the umbrella of the CSPCA insurance for non-show events, but there is a onetime use fee to provide the umbrella policy to a Group of Individual CSPCA members or club for that activity. The fee is the responsibility of the hosting group and not the CSPCA. Contact the CSPCA Insurance Chair, Insurance@cspca.com for pricing and application form. If insurance is not obtained, CSPCA reserves the right to withdraw sponsorship. The all-breed club, group club, cluster, or the event venue may require proof of insurance in which case it's the responsibility of the applicant to obtain verification of coverage under the CSPCA policy and pay any associated fees. In the case of a Concurrent Specialty, the all-breed club, group club, cluster or event venue may request to be "additionally insured" by the CSPCA's liability insurance. It would be the applicant's responsibility to obtain and pay for the "additionally insured" endorsement. Contact the CSPCA Insurance Chair at Insurance@cspca.com for information and pricing. **NOTE: Proof of payment for this Endorsement MUST accompany this Application.**

REQUESTING TO SPONSOR A CSPCA REGIONAL SPECIALTY
Please provide the following information and sign in the designated area.

1. Name/Address/Phone Number/Email of Responsible individual or Club Officer:

2. Date(s) and location of Specialty Show(s):

3. Specialty Show(s) will be in conjunction with All Breed Club, Group or Stand Alone Show, circle one.
If All Breed or Group – give full details of contact person and name/address/email of Club.

If a Standalone Specialty, provide the name of the Show Chair and show committee. All of which, must be CSPCA members.

4. If the Specialty show(s) location is within the parameters listed above of a CSPCA Affiliated Specialty Club – An approval letter from the President of the Affiliated Specialty Club needs to accompany this form.
5. Properly fill out AKC show application (<http://images.akc.org/pdf/events/AEVT02.pdf>), it must accompany this form. After ascertaining that the applicant has complied with all requirements, the CSPCA Regional Specialty Chair will sign the front sheet and return to applicant. Further communication regarding the show will be between the applicant and the AKC.
6. Applicant agrees to turn in AKC judges tear sheet/s, including veteran wins, to the Top Dog Chair, Bonnie Stoney, at bstoney@earthlink.net within 30 days after the show has been held.
7. Applicant must send show information to the Webmaster, Alice Fix, at alleydoll3@aol.com. Applicant must “cc” the Regional Show Chair when sending the email. If information is not sent to the Webmaster, show will not be approved. List of required info below.
8. Any AKC fines that might be incurred are the responsibility of the show giving party.
9. All 3rd Party Contracts/Applications, such as AKC, Superintendent, etc., must be signed by the Regional Specialty Show Chairman.

I have read and agree to abide by all guidelines. If this process is not complete, the Show will not be approved and/or the individuals or club will be considered Not-In-Good standing by the CSPCA Board of Directors and the AKC will be notified.

Signature of:

Club Officer of CSPCA Affiliated Club and Club name:

Printed Name: _____ Signed: _____

Position: _____ Name of Club: _____

Or

Representative for Group of Individual:

Printed Name: _____ Signed: _____

Date: _____

(Please fill out this form online and then save it to your computer. Once you have saved it, you can email it to RegionalSpecialties@cspca.com along with all the other required information.)

Helpful links and information:

AKC Downloadable forms: <https://www.akc.org/downloadable-forms/>

AKC BOARD POLICY MANUAL: <https://www.akc.org/rules/policy-manual/> (lots of links)

AKC Rules for Dog shows: <http://images.akc.org/pdf/rulebooks/RREGS3.pdf> AKC Show Manual: <http://images.akc.org/pdf/RESHOW.pdf>

To comply with item #7, above, the information below is required to be sent to alleydoll3@aol.com and the rdliskey@yahoo.com :

Be sure that you use the same font style and size for the whole document. Just copy and paste into the body of the email.

- **Club Name-**
- **Club Website-**
- **Show Dates-**
- **Show Location**
- **Show Chairman-**
 - o **Name-**
 - o **Address-**
 - o **Phone-**
- **Judges Names-**
- **Entry Fees-**
- **Closing Date-**
- **Show Secretary-**
 - o **Name**
 - o **Address**
 - o **Phone**

Optional Information-

If your show is held in conjunction with an All-Breed or Group Show, you can add the following information as well.

This show is held in conjunction with the (Name of the Kennel Club) at the same location.

- **Show Superintendent-**
- **Dates-**
- **Judges- Saturday- (Date)**
 - o **Breed**
 - o **Group**
 - o **BIS**
- **Sunday- (Date)**
 - o **Breed**
 - o **Group**
 - o **BIS**