APPENDIX A

INFORMATION REQUIRED FOR THE PREMIUM LIST INCLUDES:

1) Dates of the show and the date entries will close.
2) Designate if the show is Benched or Unbenched.
3) Stipulate which events will be held indoors or outdoors.
4) Name of show giving club (Basenji Club of America, Inc.)
5) AKC assigned event numbers
6) Show site, complete address and driving directions. Include a map.
7) A schedule of events. Do not include the BCOA Board Meeting in the schedule.
8) Show hours – starting and ending times.
9) Names and address of all the judges officiating along with their assignments.
10) BCOA officers with BCOA Secretary’s address.
11) The names of the BCOA Board of Directors.
12) The Bench Show Committee which includes at least five current members of the BCOA with the designation of the Chair of that committee along with a complete address. This committee may include the Specialty Chairperson, the Obedience Chairperson, the Specialty Treasurer, and other Officers and Board Members.
13) A list of all the specialty committees and the chairperson of each committee along with their contact information.
14) Superintendent/Show Secretary with address and contact information.
15) Official Photographer
16) Official Videographer, if hired
17) Chief Ring Steward, if known at the time of printing. Not required.
18) Veterinarian with clinic address and driving directions from the show site. Also note if the veterinarian will be on-site throughout the show hours or on call. Include the address of an Emergency Animal Clinic and directions to that location.
19) Entry fees for all events and special attractions.
20) Description of classes for all the events published in the premium list.
21) Sweepstakes eligibility
22) Division of Sweepstakes Prize monies.
23) List all other cash prizes that are being offered.
24) Ribbon/Rosette prizes
25) Trophy list and a list of the class sponsors and donors to the General Trophy Fund.
26) Descriptions of prizes donated by private individuals, other clubs and organizations.
27) List any state health statutes concerning canines i.e. rabies inoculation requirements. Out-of-town travelers need to be well advised of any health regulations. This also includes health concerns on the local level.
28) Contact information for catalog advertising.
29) Information on banquet and other events requiring reservations.
30) A list of motels and campgrounds in the area.
31) Recreational Vehicle parking information.
32) Information on all-breed shows and/or other basenji specialties held before or after the BCOA national specialty.
33) Information on any special attractions such as the African Stock Exhibition, Parade of Titleholders, Parade of Rescues, etc.
34) Entry forms for all the events covered in the premium list.