

**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.