



Belgian Sheepdog Club of America New Regional Club Guidelines

- Scope** The BSCA recognizes two (2) categories of Regional Clubs. 1) BSCA Regional Clubs that do not hold independent point-awarding shows, but do so under the BSCA umbrella and 2) AKC licensed Regional Clubs that are able to hold independent point-awarding shows, but also do so with parent club approval. This policy covers both categories.
- Objective** Outlining the necessary steps for an individual/small group of BSCA members to follow, with the intent to form a BSCA Regional Club while further promoting the formation of an AKC Licensed Specialty Dog Club.
- Policy** To assist members during the club formation process, the Regional Specialty Coordinator will encourage and promote groups to become Regional Clubs. All requests for Specialties and Supported Entries approved by the BSCA are monitored by the Regional Specialty Coordinator.
- A minimum of five (5) members of the regional club must also be BSCA members.
- Regional Club names should reflect the region which they represent.
- Regional Clubs must have a Constitution and By Laws under which to operate. (see <http://www.akc.org/pdfs/rulebooks/RCLA01.pdf>) Another method to assist in writing Constitutions and By-Laws is to review and adapt those from fellow BSCA Regional Clubs.
- Regional Clubs agree to accept the breed standard as approved by the AKC.
- Regional Club contact information and, if applicable, website, must be submitted for publication on BSCA's website and in the newsletter.
- Regional Clubs will update their contact information and member list, with the Coordinator, on an annual basis, prior to Dec 1 of each year to be approved for the following year.
- The BSCA will not approve the establishment of a new club if there is an existing club of the same type in the same area.
- Regional Clubs are encouraged to host matches and educational events to promote Belgian Sheepdogs.
- Regional Clubs are encouraged to keep accurate records of all club activities.
- If the regional club has an established checking account, the BSCA recommends there be two signatories on the account, both with access to financial records.

Definitions BSCA Regional Club – A Regional Club that has met BSCA requirements. This Club is not able to host independent events, but may, with BSCA approval, hold events under the BSCA name.

AKC Licensed Club – A Specialty Club approved to hold events at which Championships and/or titles may be won. It has met all AKC requirements, including Parent Club (BSCA) approval, is a licensed, stand-alone Club and is able to host AKC events independently

Procedure:

1. Submit a Regional BSD Club Recognition Application to the Regional Specialty Coordinator and include:

- * A membership roster
- * A list of Current Club Officers
- * A copy of the existing Constitution and By-Laws
- * A copy of a bank statement or check indicating an account opened in the Club's name

2. For banking purposes, most banks will not allow an account to be opened under a Club name unless it is done using an EIN number (Employer Identification Number). Any person, or group of people forming a regional club are encouraged to do their due diligence in respect to opening a bank account, reviewing IRS regulations, and complying with all banking and tax regulations in respect to Social Clubs. For more information, click on the below link.

<https://sa.www4.irs.gov/modiein/individual/index.jsp>

3. If applying for AKC licensing, the following AKC information is a guideline for the licensing process, most of which you will have already completed. The Regional Specialty Coordinator will offer guidance and assistance if requested.

How to Form an AKC-Accredited Dog Club

Booklet: <http://www.akc.org/pdfs/rulebooks/RCFORM.pdf>

*Club Requirements: <http://www.akc.org/clubs/manage/>

New Club Profile Form:

[http://www.akc.org/pdfs/acnew1\(0999\).pdf](http://www.akc.org/pdfs/acnew1(0999).pdf) Sample Bylaws:

<http://www.akc.org/pdfs/rulebooks/RCLA01.pdf> Club Policies:

<http://www.akc.org/clubs/manage/policies/>

Attached Check-Off List for AKC Status Approval (PDF)

*AKC Specialty Clubs require a minimum of 20 HOUSEHOLDS (not members at the same address) and 12 of these households must be local. However, AKC's definition of 'local' is dependent upon the breed and numbers of registered owners in an area. Do not be discouraged if 12 members do not live within a small radius of each other. That will be AKC's determination.

Belgian Sheepdog Club of America



Request for Regional Belgian Sheepdog Club Recognition (Effective June 28, 2016)

Please complete the form in full. Incomplete forms will cause a delay in approval.

Name of Club _____

Geographic Area Served _____

Secretary's Name (Contact Person) _____ E-Mail _____

Mailing Address _____

Phone _____ Club Website _____

Current Number of Members _____ Current Number of BSCA Members _____

Does the club plan to obtain AKC accreditation or licensure? _____

<p>BSCA Regional Clubs Please include the following</p> <p>Please check your club interest or focus and briefly describe your reasons for seeking BSCA approval:</p> <p>Has any member of the club ever had his/her AKC privileges suspended?</p>	<p>____ Constitution and By Laws ____ Current Membership List ____ Evidence of independent bank account</p> <p>____ Conformation ____ OB ____ Herding ____ Agility</p> <p>____ NO ____ YES (If yes, please attach a separate explanation)</p>
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By submitting this application, we hereby apply for recognition as a Regional Club of the BSCA, and, if accepted, agree to abide by its Constitution, By-Laws, and Code of Ethics. We also agree to accept the AKC breed standard as written.

Regional Club President Name (print) _____

Regional Club President Signature _____