



# AMCA Working Dog Committee Special Events

Dated: 3/15/2021

## I. Purpose:

The purpose of AMCA's Working Dog Committee (WDC) is to encourage people to work their Alaskan Malamutes in the pursuits for which they were intended and provide recognition of their accomplishments. In order to expand the Committee's involvement and encourage additional opportunities for various groups of Malamute enthusiasts the following Rules and Guidelines have been prepared and approved by the AMCA Board of Directors.

## II. Overview & Purpose:

This document is meant to serve as a guideline for holding AMCA working events by **groups of individual AMCA members** outside the purview and sponsorship of an AMCA Affiliate or Non-Affiliate club. AMCA's Working Dog Committee would like to assist and encourage involvement in working events where AMCA Working Titles can be earned and recognized through the Working Dog Certificate Program. These events may include but are not limited to:

Weight Pulls      Rig Races      Sled Races      Skijoring      Backpacking

In order to eliminate competition between events that the WDC will support, the applicants shall ensure their event does not conflict with another AMCA similar event within 300 driving miles.

Currently many of AMCA's Affiliate and Non-Affiliate Clubs hold working events under the umbrella of their AMCA affiliated club status. The intention of these rules and guidelines **does not** include any sponsorship by AMCA's WDC with regard to events held by affiliate clubs.

## III. Financial Requirements:

1. AMCA or the WDC is not responsible for any financial expenses incurred for the above-mentioned working events.
2. The WDC will consider providing financial assistance in the form of advance of startup funds (limited to \$300 or less) to **organized groups of AMCA members** under the following conditions:
  - a. Submittal of a completed Application for Special Working Event
  - b. Submit a budget showing the expenses and projected income for the event.
  - c. Within 30 days of the conclusion of the event, the following must be submitted to the WDC:
    - i. Financial closeout report showing itemized expenses and income
    - ii. Return of initial startup funds to the WDC
    - iii. Proceeds from entries at these events become the property of AMCA and must be submitted to the WDC

## IV. Liability Requirements:

1. Liability insurance is required for all events sponsored by AMCA. AMCA's liability policy will cover these events as long as the event is applied for as being sponsored by AMCA (no sponsorship by an AMCA Affiliate or Non-Affiliate club).
2. If certificate of Liability coverage is required by the facility owner or other entity involved in the event being held (Superintendent or Trial Secretary); event organizer must request proof of coverage from AMCA's Treasurer a minimum of 30 days prior to the event.

## V. Application Process:

Working events can be held independently or on the same day as an AKC event. AMCA's Special Working Event Application must indicate the date and location of the proposed event to determine if AKC approval is required.

Any organized group of AMCA members that wish to hold a Special Working Event must submit the following:

1. Name of the Event Chair/Coordinator that will be present at the event (presence required) and responsible for following the rules and guidelines presented in this document. Co-chair may also be named.
2. Completed AMCA Special Working Event Application
3. Financial budget indicating expected income and expenses.
4. Indication of the Event Rules that will be followed.
5. Listing of prizes, ribbons/rosettes, and certificates (if applicable) that will be given out.
6. Permission/consent is required if event is being held on the same grounds as an AKC event which is being held by either a kennel or performance club. Permission is required by AKC. (Examples: FAST Cat event being held by ABC Performance Club; AMCA local specialty event being held with ABC Kennel Club)

## VI. Deadlines:

1. **Events held with AKC events:** Deadline for AKC approval is **18 weeks** prior to the closing date of the AKC event. The WDC Special Events Application must be submitted to the WDC and AMCA's Vice President. AMCA's VP will submit the required AKC application. Delays in meeting this deadline need to be addressed with AMCA's Vice President.
2. **Events held independently:** The WDC Special Events Application must be submitted to the WDC for approval and distribution of start-up funds **60 days** prior to the event. Exceptions to meeting this deadline are subject to BOD approval.

## VII. Approval of Events:

1. Upon receipt of the documentation stated in the **Application Process** section above, the WDC and AMCA's VP (when deemed necessary) will confer and either approve or refer to AMCA's BOD if necessary, for approval.
2. The only plans that should be undertaken prior to approval involve requesting proposals/estimates that are needed to complete the Financial Budget. No documentation should be signed or financial commitment made with any entity prior to approval.

**All applications or questions regarding this document or procedure should be directed one of the following WDC individuals:**

**Michelle Podolak** @ [podojam@sbcglobal.net](mailto:podojam@sbcglobal.net)

314-440-7318

Mailing Address:

5109 Southfield Court, Farmington, MO 63640-7843

**Chari Erickson** @ [alaskansnowdogs@gmail.com](mailto:alaskansnowdogs@gmail.com)

801-210-0288

Mailing Address:

P O Box 981312, Park City, UT 84098-1312

Questions regarding event which will be held at AKC events should be addressed to:

**Ruth Levesque, VP** @ [amcavp@comcast.net](mailto:amcavp@comcast.net)

As a final note, AMCA and the Working Dog Committee would like to encourage members to participate in working events and acknowledge their accomplishments with their Alaskan Malamutes. It has been realized that there may be opportunities for groups of individual AMCA members to hold these working events without the association of any affiliate clubs. The WDC would like to make these opportunities a reality.



**AMCA Working Dog Committee  
Special Event Application**

Revision 1: 1/30/21

**Submit to:**

Michelle Podolak @ [podojam@sbcglobal.net](mailto:podojam@sbcglobal.net)

Or

Chari Erickson @ [alaskansnowdogs@gmail.com](mailto:alaskansnowdogs@gmail.com)

Date of Application: \_\_\_\_\_

Date Received (by WDC) \_\_\_\_\_ By: Initial \_\_\_\_\_

Name of Event Chair/Coordinator: \_\_\_\_\_ Phone # \_\_\_\_\_ Email: \_\_\_\_\_

Name of Event Co-Chair/Coordinator (if any): \_\_\_\_\_ Phone # \_\_\_\_\_ Email: \_\_\_\_\_

Event Type:  Weight Pull  Rig Race  Sled Race  Skijoring  Backpacking

Date of Event: \_\_\_\_\_ Time of Event: Start \_\_\_\_\_ Estimated Conclusion: \_\_\_\_\_

Event Location (full address): \_\_\_\_\_

Is an AKC event taking place on the same grounds:  No  Yes, if Yes AKC approval needed, see instructions

If so, what type of AKC Event:  Conformation  Performance  Other

Held by: \_\_\_\_\_ Note: If an AKC event is being held by a kennel or performance club, permission/consent to hold the AMCA event is required.

To the best of your knowledge, is there another similar AMCA event being held within 300 miles:  No  Yes

Provide names of AMCA members helping to coordinate the event (in addition to Event Chair/Coordinator):

\_\_\_\_\_

Event Rules that will be followed: \_\_\_\_\_ Does event qualify for AMCA Working Titles:  No  Yes

Will prizes be offered:  No  Yes Brief description: \_\_\_\_\_

Will ribbons/rosettes be offered:  No  Yes Will certificates be offered:  No  Yes

Is AMCA WDC Start-Up funds requested with this application:  No  Yes Amt: \$ \_\_\_\_\_ \*

\*Limited to \$300 (supported by budget submitted)

Is AMCA Liability Insurance required as part of this application:  No  Yes

If Yes, request must be submitted to AMCA's Treasurer a minimum of 30 days prior to the event.

By submitting this application, you understand that a BUDGET must be submitted showing expenses and projected income from the event. Initial: \_\_\_\_\_

In addition, within 30 days of the conclusion of the event the following must be submitted to AMCA's WDC:

- a. Initial startup funds provided by the WDC.
- b. Any proceeds received from entries at this event become the property of AMCA and must be submitted to the WDC. Initial: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Approved by: \_\_\_\_\_ Date: \_\_\_\_\_