



## REGIONAL CHAMPIONSHIPS APPLICATION FORM

### SUBMISSION DATE:

COMPLETED APPLICATIONS ARE TO BE SUBMITTED TO THE NATIONAL STEERING COMMITTEE CHAIR - M.TAHNIS2@GMAIL.COM

APPLICATION MUST INCLUDE THE FOLLOWING INFORMATION:

### SECTION 1: REGIONAL HOST CLUB/GROUP DETAILS

(IF GROUP PLEASE LIST ALL PARTICIPATING CLUBS)

**HOST CLUB OR GROUP:**

**CLUB/GROUPS AAC #:**

**CLUB/GROUPS ADDRESS:**

**CLUB/GROUPS EMAIL ADDRESS:**

**PROPOSED REGIONAL EVENT DATES:**

**PROPOSED REGIONAL EVENT SITE:**

### SECTION 2: ORGANIZING COMMITTEE

**TRIAL CHAIR**

**AAC MEMBER #:**

**NAME:**

**ADDRESS:**

**CITY:**

**PC:**

**FAX:**

**EMAIL:**

**CELL #:**

**VICE CHAIR**

**AAC MEMBER #:**

**NAME:**

**ADDRESS:**

**CITY:**

**PC:**

**FAX:**

**EMAIL:**

**CELL #:**



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**TRIAL SECRETARY**

**AAC MEMBER #:**

**NAME:**

**ADDRESS:**

**CITY:**

**PC:**

**FAX:**

**EMAIL:**

**CELL #:**

**RIBBON COORDINATOR**

**AAC MEMBER #:**

**NAME:**

**ADDRESS:**

**CITY:**

**PC:**

**FAX:**

**EMAIL:**

**CELL #:**

**SCORE PERSON**

**AAC MEMBER #:**

**NAME:**

**ADDRESS:**

**CITY:**

**PC:**

**FAX:**

**EMAIL:**

**CELL #:**

**TITLE:**

**AAC MEMBER #:**

**NAME:**

**ADDRESS:**

**CITY:**

**PC:**

**FAX:**

**EMAIL:**

**CELL #:**

**TITLE:**

**AAC MEMBER #:**

**NAME:**

**ADDRESS:**

**CITY:**

**PC:**

**FAX:**

**EMAIL:**

**CELL #:**



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**TITLE:** **AAC MEMBER #:**  
**NAME:**  
**ADDRESS:**

**CITY:** **PC:** **FAX:**

**EMAIL:** **CELL #:**

**TITLE:** **AAC MEMBER #:**  
**NAME:**  
**ADDRESS:**

**CITY:** **PC:** **FAX:**

**EMAIL:** **CELL #:**

### SECTION 3: SITE REQUIREMENTS

APPROVED SITE: Identify if this is an AAC approved site. If not, advise what, if any, arrangements have been made for approval. **Regional application cannot be approved until the site is approved.**

- APPROVED SITE; When was it approved and by whom?
- NOT APPROVED SITE; Provide details for approval arrangements.

### SECTION 4: RING REQUIREMENTS

RING SPECIFICATIONS: NOT less than 9,000 square feet, with no side being less than 70 feet.  
SURFACE: Must be firm non-slip surface providing SAFE footing for handlers and dogs.

DETAILS FOR EACH RING – Provide number of rings to be used, dimensions of each ring, surface details (rubber, turf, dirt, sand, chip etc.), indoor or outdoor:



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### SECTION 5: JUDGES LIST

**NAME:**

**REGION OF RESIDENCE:**

**EMAIL:**

**NAME:**

**REGION OF RESIDENCE:**

**EMAIL:**

**NAME:**

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**REGION OF RESIDENCE:**

**EMAIL:**



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### SECTION 6: VISUAL REPRESENTATION AND SITE DETAILS

Attach a visual representation of the site and details of the proposed site which indicates each of the items listed. Please also include a description or details where needed:

- A. A description of the site including approximate parking capacity and access to the site
- B. A description of the benching area
- C. A description of the dog relief area
- D. A description of the potable water source for human and dog consumption
- E. A description of the facilities available for dog cooling purposes (pools etc.)
- F. A description of the number and type of washrooms
- G. A description of spectator areas
- H. A description of the vendor area (if any) and how many spaces are available
- I. A description of the registration and hospitality areas
- J. Indication if there is onsite camping, and if yes provide the number of spots available
- K. Ensure that if there is a fence common to two rings that there is a continuous solid visual barrier that begins at ground level and is no less than 3 feet high, and runs the whole length of the common fence.

### SECTION 7: OTHER REQUIRED DETAILS

- A. Will there be security on site? Please provide details of site security arrangements both during the event and overnight.
- B. Details of special events (evenings) planned surrounding the Regional Championship. I.e. Banquet or BBQ. If yes, please include if on-site, date, if ticket sales expected to cover cost.
- C. Include event details if an AAC Sanctioned events or non-sanctioned events will be held before or after the Regional Championship (6 classes – 2 Standard, 2 Jumpers, 2 Gamble). I.e. Steeplechase classes, Snooker Class, Steeplechase final etc.
- D. Details of any TV Coverage or other potential or planned media coverage. Please note that media waivers on Premium must be signed by all competitors.



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- E. Attach a copy of the insurance coverage secured for the Host Club(s) or Group, Regional Championships and proposed site.
- F. Will E-Timing equipment be used - yes/no:
- G. What is the distance from site for competitors to access pet friendly hotels:

### SECTION 8: REGIONAL CHAMPIONSHIP BUDGET

In this section, please provide the financial details of the Regional Championship event. Regional Championship hosts must submit budgets based on the event being, at minimum, break-even and proposed entry fees should reflect this objective. In this section please discuss the basis for the anticipated number of competitors that will attend the Regional Championship as well as any other pertinent details that are necessary to explain the budget.

The Budget should be prepared in spreadsheet format with working links and formulas. Include the Budget as an Attachment to the application. The proposed budget should show:

#### Revenues:

- A. The anticipated number of competitors, the entry fees and the anticipated entry fee revenues including the proposed entry fee per dog
- B. Sponsorship or other like revenues (in cash or otherwise) such as vendor space rental fees (if any).
- C. Clothing or other product sales.
- D. Banquet fees.
- E. Revenues associated with warm up games (if any).
- F. Miscellaneous Revenues
- G. Clothing

#### Expenses:

- A. Site fee including facility rental and security costs
- B. Judges fees
- C. Judge travel, meal expenses, and accommodation costs
- D. Volunteer expenses (food, per day rate)
- E. Banquet costs
- F. AAC Fees (for Club events – Steeplechase, Snooker etc.)
- G. Clothing



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- H. Trial expenses
- I. Equipment
- J. Porta Pottie Rentals
- K. Catalog, Results, and other printing
- L. Insurance
- M. Office Supplies
- N. Regional event Ribbons and prizes
- O. Ring fencing
- P. Security
- Q. Security wristbands
- R. AAC sanctioned classes Prizes/Ribbons
- S. Unsanctioned classes prizes/ribbons (Final Steeplechase etc.)
- T. Tent rentals
- U. PayPal transaction fees/domain registration
- V. Scoring program
- W. General trial expenses and miscellaneous expenses

### SECTION 9: REGIONAL CHAMPIONSHIP HOST DECLARATION

The Chairperson must sign the Application form agreeing to and acknowledging the following for an application to be accepted by the National Steering Committee:

The undersigned agree and acknowledge that by submitting and signing this Application to host an Agility Association of Canada (AAC) Regional Championship trial that they are knowledgeable of the Rules and Regulations of the AAC. They furthermore agree to the stipulations set forth in the Regional Championship Application Form, stipulated in the Official Rules and Regulations of the AAC, stipulations set forth in the Regional Championship Rules and other stipulations as may be set by the AAC Board of Directors or the Nationals Steering Committee.

Sanctioning of your application to host a Regional Agility Championships is based in part on the submitted budget, which indicates that you have taken into consideration the costs involved in hosting an event of this size and scope and that the undersigned agree they will endeavor to host an event that will not incur financial losses. Although the budget is not binding, **all claims against the Host for monies owed in relation to the event will be the responsibility of the Host organization alone, with AAC bearing no responsibility.** The profit or loss of the event is yours to keep, or bear, respectively. AAC will not be responsible to any participant for the failure of the host club to meet their obligations. If, at any point during the planning stages, deviation from the approved budget is required, the Host Club will inform the NSC immediately and work with them to address the issues and find possible solutions to get the finances back on track.

The undersigned agree and acknowledge that the Nationals Steering Committee and the AAC shall have the authority to grant or withhold approval of an application for a Regional Championship and in the event that an approval is withheld, the proposed host club shall have no claim against the National Steering Committee or the AAC.



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Each person signing this Application should review it thoroughly as their signature indicates that they have done so and that the information is correct. The Undersigning person(s) shall be an authorized person(s) of the host club or in the case of a group of clubs, the designated lead host club.

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Signed by Chair, Host Committee

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Date