

AWDF NATIONAL IPO CHAMPIONSHIP HOSTING AGREEMENT

The American Working Dog Association's National Championship is a joint event of the American Working Dog Federation ["AWDF" comprised of the Executive Board ["EB"], as advised by the Events Committee and the Hosting Organization/Club [Host Club]. The AWDF has authority over the event, its activities, and the rules that govern them. The Host Club will execute the event and other activities in accordance with the rules and guidelines set forth by the AWDF. Any and all contracts/agreements, whether verbal or written, are to reflect that the Host Club is the only obligator.

As outlined in this document, the AWDF will provide guidance and assistance to the Host Club. The Host Club agrees to abide by the regulations and guidelines as established by the AWDF. A timeline for completing duties necessary to promote a successful event are outlined below. It will be the AWDF President and/or a designated agent's responsibility to verify that each set of conditions has been successfully met.

The Host Club assumes financial responsibility for the event and will retain all funds and donations accumulated with these exceptions: (1) the Host Club will remit to the AWDF Treasurer \$25/entry when entries to the event have closed and (2) the AWDF will collect the funds for trophy donations and purchase the trophies for the event. The AWDF will provide \$4000 to the Host Club in support of the event with payments made according to the timeline below. It is recommended that the minimum entry fee is \$300, with the Host Club having the discretion to charge more if deemed necessary.

A call for bids for the event will be no later than October the year prior the following year's event with a due date thirty (30) days after posting. Dates for the event will be in the spring between March and May with attention paid to not conflicting with AWDF member club international events. The Host Club will submit the names of three suggested judges with the bid along with the proposed venue for each phase, and the potential host hotel. The Host Club will be required to have a total of four judges (two for the stadium and two for tracking) so there will be no single judge for any of the three phases. Preference will be given to venues that include a stadium for obedience and protection.

The Host Club's proposal must be approved by the AWDF Events Committee in consultation with the AWDF Executive Board no later than one [1] month after receipt of the bid. The AWDF Secretary will contact the suggested judges for availability, with the final decision for selection of three of the judges by the AWDF Executive Board and the fourth by the Host Club. The date, location, and judges for the Championship will be announced at that time. After the bid has been accepted, the Host Club will be required to obtain and present evidence of event insurance as outlined at the end of this document.

1. No later than five [5] months preceding the Championship, the Host Club will:
 - a. Secure a contract with the stadium/location.
 - b. Secure a contract with the host hotel for a block of rooms and specifically reserve sufficient rooms within the block for judges, helpers, and the Trial Chairperson.
 - c. Submit a Championship logo to the Events Committee for approval.

- d. Secure a webmaster for the event. The Host Club will work with the AWDF's existing championship template whenever possible.
- e. Contact potential helpers and have them submit the required materials to a special committee appointed by the AWDF Executive board. The helpers and their assignments for the event will be determined by that committee. Upon approval, the Host Club may then contact and book the approved helpers. These helpers will not be allowed to work any dogs that are to be entered in the event for fourteen (14) days prior to the event.

Completion of these tasks will result in a 25% payment of the total AWDF financial contribution to the Host Club.

2. No later than four [4] months preceding the Championship, the Host Club will complete the following:
 - a. Announce the:
 - Trial Secretary
 - Entry fees (minimum of \$300), including penalty for late entries (if applicable)
 - Deadlines for Championship entries
 - b. Submit a completed website to the Events Committee for approval.
 - c. Designate who will serve as Event Coordinator, Tracking Coordinator, and Treasurer.
 - d. Notify members through the Championship website of the host hotel room pricing and instructions for obtaining the special room block rate.

Completion of these tasks will result in a 25% payment of the total AWDF financial contribution to the Host club.

3. No later than three [3] months prior to the Championship, the Host Club will:
 - a. Submit a schedule of events.
 - b. Submit information regarding available apparel, including prices.
 - c. Provide general tourism/travel information on the WC website.
 - d. Notify the members through the WC website about tracking, including articles and conditions [i.e., sod, hay grass, dirt, etc.].

Completion of these tasks will result in a 25% payment of the total AWDF financial contribution to the Host Club.

4. The Host Club will provide the AWDF president and the Events Committee with periodic updates on their progress and plans for Championship activities (including scheduling of practice times, the draw, meetings, etc.) before submitting the information for posting on the website, especially if this information differs from that previously announced.
5. The Host Club agrees to submit a detailed financial statement of all income, assets, expenditures and liabilities to the EB Board no later than 60 days after the conclusion of the event. Completion of these tasks will result in the final 25% payment of the total AWDF financial contribution to the Host Club.
6. If the Host Club fails to perform the obligations as stated in this Agreement, the AWDF EB Board will have the right to take actions as deemed appropriate.

Signature of AWDF President

Date

Printed Name of AWDF President