

National Miniature Dachshund Club, Inc.
National Specialty
Frequently Asked Questions

My club is interested in hosting the National Specialty & supported entry show, what do I need to do?

Request the “NMDC Specialty Show Procedures & Forms” from any NMDC member or visit the NMDC web site and download the forms. The procedures include FAQ's, a financial proposal & contract. The Proposal and Contract **must be submitted together** for evaluation by the NMDC Board.

What events are included?

The National Specialty is held the day before the AKC shows. NMDC Annual Meeting, Awards Dinner and raffle are held one evening following the Specialty show. NMDC may have educational seminars, or other informational events. The NMDC Show Manager will work with the Host Club Coordinator to keep-up-to date on events that might be planned by the NMDC Board or others.

All in all, this is a great time to learn about Miniature Dachshunds, meet new Dachshund friends, see Miniature Dachshunds from all over the country and often other countries, and just have a good time!

How often are these events held?

Once a year

How big an entry might a Host Club expect?

Entries have ranged from 93 to 273 during the past eight years. We usually have majors in all coats at the shows following the NMDC Specialty show. Refer to the “Previous Shows” document on the NMDC web site (<http://www.dachshund-nmdc.org/PastExpos>) for the number of entries in different locations.

What is the National Specialty?

The NMDC National Specialty is an exposition where points are awarded for NMDC Championship; however, no AKC points are awarded. This Specialty is sponsored by the National Miniature Dachshund Club, Inc. The Specialty is run just like any other licensed specialty show and conforms to NMDC and AKC show rules.

The Specialty includes two classes for exhibition only: Parade of Veterans and, just for fun, a Costume Class (often both dogs and humans are in costume.)

Obedience and Rally competitions can be offered.

How does the supported entry work?

NMDC will support the entry of Miniature Dachshunds in the Open Miniature Class at the next day's AKC point show (all breed or specialty). In each of the Open Miniature Classes, the NMDC offers a medallion for first place and the Host Club offers rosettes (24) for first through fourth place for each coat.

How are judges selected?

NMDC Specialty - The NMDC members attending the NMDC Annual Meeting (2 years prior to the show) nominate and elect judges for the Specialty. The National Specialty judges are usually experienced Miniature Dachshund fanciers and need not be licensed by the AKC. NMDC judges will be contacted and contracted by the NMDC Show Manager.

Supported Entry Show and Shows Following - The NMDC members attending the NMDC Annual Meeting (2 years prior to the show) nominate a slate of judges. NMDC Show Manager will send this slate to the Host Club

Coordinator and recommends the Host Club hire this slate of judges, assuming the judges on the slate are available. The Host Club is responsible for judges' fees and expenses.

Obedience, Rally, Agility Judges – These judges will be the responsibility of the NMDC Show Manager to locate local judges if offered on the same day as the NMDC Specialty.

What facilities are needed for the Specialty and supported entry show?

For the Specialty, we usually use the same site as is used for the supported entry show. It is much more convenient for the dogs and the exhibitors to have one site for all of the shows. The site can be indoors, with mats preferred, or outdoors (if outdoors, the grass should be cut very short.)

Provide a list of reasonably priced hotel(s) who accepts dogs and, if possible, with relatively convenient access to the local airport.

What responsibilities will be handled by NMDC?

For the NMDC Specialty, the NMDC Show Secretary is responsible for:

1. entries
2. premium lists
3. mailings
4. judging programs
5. catalogues and catalogue sales

The NMDC Show Manager is responsible for:

1. Sending a list of NMDC recommended judges to the Host Club Show Chair & Host Club President.
2. Arranging for judges (need not be AKC) and equipment (jumps, signs, etc.) if Obedience and rally are offered at the NMDC specialty.
3. Making arrangements for the annual awards dinner. Confer with NMDC treasurer to set the cost taking into consideration the bartender fee, gratuity, and tax before setting the price of dinners. Seating for approximately 150 with at least 4 tables for the raffle will be necessary. Arrange for the necessary audio equipment and white board.
4. Arranging for someone to collect dinner reservations and to check off names at the door.
5. Finding a local member to accept mailed raffle donations. Send name & mailing address of said person to NMDC Show Secretary.
6. Arranging for set up of the raffle tables & raffle items at the awards dinner.
7. Locating a site for the board meeting usually held the day before the show. It should be large enough for 12-20 people and provide suggestions for lunch.
8. Trying to line up enough ring stewards (Board members can help with this.)
9. Arranging for a host hotel and reserve a block of rooms.

What responsibilities will the Host club handle?

The Host club will insure the show site is available along with the requested number of tables and chairs for the NMDC specialty. If there is a cost for tables and chairs the Host Club will provide this information to the NMDC Show Manager. Host Club will need to provide approximately 10-12 tables for trophies, show rings, show secretary, and Ways & Means. Chairs will be needed for these areas as well. Provide name & address of photographer and a local veterinarian to be on call during NMDC Specialty.

The Host Club is responsible for hiring & covering judges' expenses for the supported entry, and for providing rosettes (24) for the first through fourth places for the Open Miniature Classes. The Host club is also responsible for all other normal activities required of a show-giving club for its own show – hiring a

superintendent, show site, premium lists, catalogues, and everything else required by AKC (the club would be responsible for these tasks anyway when it holds a show).

Why would an all breed club or specialty club want to host the National Specialty?

The Specialty and the supported entry show will generally increase the number of usual Dachshund entries at its show by double, triple, or maybe even more, depending on the location/show. Specialty clubs have the opportunity to significantly increase their Miniature Dachshund entries from across the country.

Who is my main contact?

A NMDC Show Manager will be appointed and will contact you upon approval of your Show Proposal. This NMDC Show Manager will work very closely with the Host Club Coordinator in order to have the highest quality of communication and to achieve a successful, smoothly running event.

Does the contract specifically list what each club will be responsible for?

Yes. Listed below is a copy of items for each club.

THE HOST CLUB AGREES TO THE FOLLOWING:

1. The Host Club will provide the name, address, and phone number (email, if applicable) of the Host Club Coordinator to the NMDC.
2. The Host Club will attempt to hire the NMDC's nominated judges for the Supported Entry show (and subsequent shows on the same weekend, if any) in the order of preference given by the NMDC Show Manager. If the Host Club is unable to hire the suggested judges, the Host Club Coordinator will contact the NMDC Show Manager for additional recommendations of judges and will attempt to hire these judges. Based on past entries, at least two judges will need to be hired.
3. The Host Club Coordinator will provide the names of the hired judges for the Supported Entry show (and subsequent shows, if any) to the NMDC Show Manager at least 6 months prior to the show's date.
4. The Host Club Coordinator will provide information (i.e., superintendent and entry deadline) on the supported entry show (and subsequent shows on the same weekend, if any) to the NMDC Show Manager 4-6 months prior to the show date.
5. The Host Club will pay the judges' expenses for the supported entry show (and subsequent shows on the same weekend, if any.)
6. The Host Club will provide Rosettes for 1st through 4th places in the Open Miniature classes in each of the three Dachshund varieties (a total of 24 rosettes).
7. The Host Club will have its premium list for the supported entry show (and subsequent shows in the same weekend, if any) sent to all NMDC members. This list will be provided to you from the NMDC Show Manager.
8. The Host Club will include the medallion award offered by the NMDC for the 1st place winner in the Open Miniature classes of each of the three Dachshund varieties in its premium list.
9. The Host Club will be aware vendors must make contractual arrangements with NMDC for the day of the NMDC Specialty.
10. The Host Club Coordinator will make every effort to provide crating as near to the Dachshund rings as possible for the Supported Entry show and subsequent shows on the same weekend.
11. The Host Club Coordinator will send to the NMDC Show Manager a list of local hotels (that the club publishes in its premium list) 4 to 6 months prior to the show date. At least one of these hotels must accept dogs.

12. The Host Club Coordinator will make show site available to NMDC 2-4 hours before ring time and/or a day before to allow for setup. However, if any costs are incurred, this must be reported to the NMDC Show Manager.
13. The Host Club Coordinator will provide the NMDC Show Manager with other relevant information, such as the local airport, RV parking and reservation information, etc. 4-6 months prior to the show date.
14. The Host Club Coordinator will provide the name of its Show Superintendent and/or Show Secretary to the NMDC Show Manager no later than 4-6 months prior to the show date.
15. The Host Club Coordinator will provide name and contact information, to the NMDC Show Manager, for a photographer and a local veterinarian to be on call.
16. The Host Club Coordinator **MUST** confer with the NMDC Show Manager regarding all cost for NMDC events no later than 4-6 months prior to the show date.

NMDC AGREES TO THE FOLLOWING:

1. NMDC will provide award medallions for the 1st place in the Open Miniature classes in each of the three Dachshund varieties at the Supported Entry show (a total of 6 awards).
2. NMDC will advertise information on the Supported Entry Show (and subsequent shows on the same weekend, if any) in the *NMDC Miniature Dachshund Digest*, the NMDC National Specialty Premium List, and on the NMDC Web Site.
3. NMDC Membership Chair will provide mailing labels to the Host Club Rep of the NMDC membership to whom the Host Club will send to their Show Superintendent and/or Show Secretary to mail premium lists.
4. NMDC Show Manager will provide the Host Club Rep with its nominations for judges for the Supported Entry Show (and for subsequent shows on the same weekend, if any) at least one year prior to the show date.
5. NMDC will invite the Supported Entry judges (and the judges of subsequent shows on the same weekend, if any) to its Annual Awards Dinner.
6. NMDC will be responsible for judges, stewards, cleanup, and similar responsibilities for its Specialty.
7. NMDC Show Manager will appoint a person to take dinner reservations and check off reservations at the door.
8. NMDC Show Manager will appoint a person(s) to set up raffle tables on Annual Awards Dinner night.

NMDC NATIONAL SPECIALTY SHOW PROPOSAL

NAME OF HOST CLUB: _____ SHOW CITY & STATE _____

HOST CLUB SHOW DATE(S): _____ NAME OF SHOW SITE: _____

GENERAL INFORMATION:

1. Does your show have a limited entry? Yes No
2. Does your club offer reduced entry fees for: Puppy BBE
3. Will your club hire the judges nominated by NMDC if available? Yes No
4. Will the NMDC Specialty be held? Inside Outside
5. Can the NMDC Specialty be held on the same site preceding your show? Yes No
6. Will you offer? Obedience Yes No Agility Yes No Rally Yes No
Jr. Showmanship Yes No
7. Name of nearest Airport: _____
8. Name of possible Host Hotel(s): _____
9. Number of miles from Airport to show site: _____
Number of miles from Airport to Host Hotel: _____
10. List all Hotels in area who are pet friendly & their pet fees: _____
11. Is there a banquet facility available nearby? _____

FINANCIAL INFORMATION:

1. What would be the estimated cost of the show facility for the NMDC Specialty?

2. Will the following items be an additional cost associated with the day of the Specialty? If so, please provide cost for each item.
Chairs: _____
Tables: _____
PA System: _____
Electricity: _____
Security: _____
Clean-up: _____

SHOW SITE INFORMATION:

Please list the shows and show dates that immediately precede or follow your show:

Kennel Club: _____ Date: _____

Kennel Club: _____ Date: _____

Kennel Club: _____ Date: _____

Kennel Club: _____ Date: _____

Are the above shows at the same site as your show? Yes No

If no, please list location of shows:

If NMDC has any questions or needs more information, please provide your Host Club Coordinator:

Name: _____

Address: _____

Phone number(s): _____ Email: _____

Please attach a copy of the premium list for your most recent show, if available, and any other information you would like to share about your show with the NMDC.

Submitted by:

Name: _____

Address: _____

Phone number(s): _____ Email: _____

Date submitted: _____

Note: Both Proposal & Contract MUST be submitted for review & consideration. Thank you.

**National Miniature Dachshund Club, Inc.
Specialty Contract**

This is an agreement between the National Miniature Dachshund Club, Inc. ("NMDC") and the _____ Club ("Host Club").

Show site location: _____

NMDC agrees to hold its events in conjunction with the Host Club's shows as follows:

NMDC National Specialty:	_____	Date
Supported Entry Show:	_____	Name of Host Club
	_____	Date

Other shows the same weekend:

_____	Kennel Club	_____	Date
_____	Kennel Club	_____	Date
_____	Kennel Club	_____	Date
_____	Kennel Club	_____	Date

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- 8. NMDC Show Manager will appoint a person(s) to set up raffle tables on Annual Awards Dinner night.

NMDC Show Manager _____

Address: _____

City: _____ State: _____
 Zip: _____

Phone Number (s): _____

Email: _____

Host Club Coordinator _____

Address: _____

City: _____ State: _____
 Zip: _____

Phone Number(s): _____

Email: _____

APPROVED & AGREED:

Host Club President: _____ **PRINTED**

_____ Date _____ Signature

NMDC President: _____ **PRINTED**

_____ Date _____ Signature

Please return the Specialty Contract & the Show Proposal to:
 Emma Jean Stephenson, NMDC President
 3040 Old Darlington Road
 Beaver Falls, PA 15010-3654
 Phone: 724-846-6745
 Email: emmajean52@aol.com

Note: Both Proposal & Contract MUST be submitted for review & consideration. Thank you.