



BULLDOG CLUB OF AMERICA

NEW MEMBER PACKET CHECKLIST/FORMS

**For Division Secretaries and/or
Division Membership Chairs**

When in receipt of new BCA membership applications, the following checklist, suggestions and forms will help you keep track of their processing and provides division secretaries with a formal **New Member Packet** as an introduction to BCA. Division Secretaries and Membership Chairs are often the first point of contact for prospective new members, so every effort should be made to be courteous, helpful and informative.

✓ CHECK LIST TO PROCESS NEW BCA MEMBERS

✓ check when completed:

- [] Once the prospective member has completed and submitted their application to join your division, the **Division Secretary** or **Membership Chair** should send a conformation of receipt to the applicant, either by email or postal mail. It should contain the following:
- an acknowledgement of date of receipt of the application (for all applicants if more than one submitted, i.e. husband, wife).
 - amount of monies received for dues (note whether check, cash, money order, and the amount).
 - when the application will be considered – provide the next division meeting date when the application will be reviewed for approval.
 - advise that after review, the applicant will be sent a notice of approval, a request for additional information, or notice of other action.
 - carbon copy (cc) the sponsor so they are aware the application has been received and in process.

NEW MEMBER PACKET (UPON APPROVAL): The following is a suggested format of documents for inclusion in the New Member Packet to give to recently approved members. The information in the packet may be the first BCA documents a member sees, so they should look professional and make a great impression. *These documents are included in generic form in Microsoft Word .doc files and must be tailored to your specific division. Note the items in red must be changed to represent your division.*

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|-----|---|---------------------------------|
| [] | 1. Welcome Letter from the Division | See NewMbr1_Welcome_Letter.doc |
| [] | 2. What is The Bulldog Club of America? | See NewMbr2_What_Is_BCA.doc |
| [] | 3. Benefits of BCA membership | See NewMbr3_Benefits_of_BCA.doc |
| [] | 4. Mentor List | See NewMbr4_Mentor_List.doc |

It is recommended you solicit your division for volunteers to serve as mentors for new members. Please remember that some club members make better mentors than others, and these mentors should be friendly, welcoming, responsive and helpful in offering a pleasant introduction to the sport of dog shows.

- | | | |
|-----|---|--|
| [] | 5. Division Points of Contact | See NewMbr5_Points_of_Contact.doc |
| [] | 6. BCA Organizational Flow Chart | See NewMbr6_BCA_Flow_Chart.pdf |
| [] | 7. Glossary of Terms | See NewMbr7_Glossary.doc |
| [] | 8. List of division and member club meetings, upcoming shows, and activities. | Refer them to your club website and/or Facebook page, and your local AKC Show Superintendent website; give copy of newsletter |
| [] | 9. BCA Club Policies and Procedures | Refer to BCA website for Constitution, By-Laws, and SOPs, www.bulldogclubofamerica.org |

[WELCOME LETTER - copy onto your Division letterhead]

[Date]

[Name]

[Address]

[City,State,Zip]

Dear [First name],

Congratulations! On behalf of Division [insert division #], I/We would like to welcome you to the Bulldog Club of America (BCA). Your membership was approved at the [1st/2nd/3rd/4th Quarter] meeting held on [date/year], and is good for the entirety of the [2018] calendar year.

The Bulldog Club of America is committed to the preservation of the Bulldog breed by maintaining a high standard for guidance to breeders, owners, and judges. We seek to improve the breed by encouraging efforts aimed at producing sound, healthy dogs with the degree of excellence established in our Written Standard. We also seek to encourage interest in the competitive showing of Bulldogs in AKC conformation and performance events. BCA works for the general good of Bulldog breeders, owners and exhibitors.

Your membership entitles you to two publications. The *Bulldogger* is the official tri-annual publication of The Bulldog Club of America and is reputed to be one of the finest breed publications in America. You will also receive the quarterly newsletter called [name of newsletter] for our division, which is sent electronically. If you do not find either of these publications in your mail box soon, please let me/us know.

In addition, BCA has a beautifully designed web site with a great deal of valuable information. Please visit us at www.bulldogclubofamerica.org. Contact [insert division secretary name/email] for your member login credentials.

Please advise me or the standing Division Secretary of any address changes so that you may continue receiving the *Bulldogger* and [name of newsletter] and to make sure you receive your annual renewal notice. Renewal notices are sent out the last quarter of each year and are due by the following January 31st.

Once again, welcome to the BCA! Please don't hesitate to reach out to me/us with any questions.

Sincerely,

[Name]

BCA Division [insert division #], President
[email]

[Name]

BCA Division [insert division #], Secretary or Membership Chair
[email]

[copy onto your division letterhead]

What Is BCA?

History

The Bulldog Club of America is a member club dedicated to protect and promote the Bulldog breed. When sports like "Bull baiting" and "dog fighting" were outlawed in England, there were a few men who felt the Bulldog should not be allowed to disappear. They formed a group which eventually became The Bulldog Club. As English immigrants made their way to America, they brought their beloved Bulldogs with them. A few dedicated Bulldog fanciers formed The Bulldog Club of America. The club was legally established in 1890 and was one of the first breed clubs to become a member of the (then) new American Kennel Club (AKC). As membership in the BCA began to spread across the country, the organization was reshaped. In 1950 the two-tiered National Organization of today was formed. The main objective of the reorganization was to guarantee representation to all bulldoggers in all areas of the country. The BCA government is patterned in part after our National government. BCA National officers form the Executive branch. The country is divided then into eight geographical areas called Divisions. A Council composed of representatives (Councilors), elected by BCA members in each of their respective Divisions, form the Legislative Body. Each Division has a similar structure, Division officers and a Board of Governors to carry out the work of BCA within their geographical boundaries. National officers are elected for two years and the responsibility rotates numerically through the Divisions... The result has been a great success.



How is BCA Structured?

There are 8 Divisions in the BCA. Each Division elects one Councilor for every 50 members in their Division. These councilors then represent their respective Divisions in the Council meeting held annually at the National Specialty, where the business of the club is conducted.

DIV 1... CT, DE, ME, MA, NH, NJ, NY, PA, RI, VT

DIV 2... IL, IN, KY, MI, OH, WV, WI

DIV 3... AZ, CA, HI, NV

DIV 4... AR, CO, LA, NM, OK, TX, WY

DIV 5... AK, ID, MT, OR, UT, WA

DIV 6... IA, KS, MN, MO, NE, ND, SD

DIV 7... DC, MD, NC, SC, VA

DIV 8... AL, FL, GA, MS, TN

Club Objectives, As stated by the founders

1. To maintain a standard of excellence for the guidance of breeders, owners and judges.
2. To improve the breed through encouragement of effort directed toward approaching to the degree of excellence as set forth in the Standard of the Bulldog Breed.
3. To stimulate interest in competitive public showing of Bulldogs.
4. To further interests of the breed.
5. To work for the general good of breeders, owners and exhibitors of Bulldogs.

BCA Code of Ethics

Preamble: *This Code of Ethics is established to set a standard of acceptable behavior for the Bulldog Club of America (BCA) members and promote the objectives of our founders as set forth in Article 1 of our Constitution. The Code is designed to protect the integrity of the Club and serve as a guideline for BCA members when buying, breeding, selling and exhibiting Bulldogs.*

- As a member of BCA, I will abide by the Constitution and By-Laws, Divisional By-Laws of the BCA, the rules of the American Kennel Club (AKC), and the breed standard as adopted by the BCA.
- As a member of the BCA, I will maintain the best possible standards of canine health, cleanliness and care. I will make reasonable effort within my breeding program to minimize the occurrence of known genetic abnormalities, or breed standard disqualifications. I will keep accurate breeding records, registration papers,

pedigrees and sales of all my Bulldogs. I will furnish accurate records to each buyer, including all veterinary examinations, vaccinations, parasite treatments, pedigree and AKC registration or transfer documents, unless written agreement is made at the time of sale that papers will be withheld.

- As a member of the BCA, I will conduct all advertising in an honest manner that will not, in any way, misrepresent, defraud or be misleading, nor will I malign my competition by making false or misleading statements regarding my competitors' dogs, breeding practices or person.
- As a member of the BCA, if I have a written agreement for services and sales it will be mutually agreed upon and signed by all parties involved. Contracts covering the sale of intact male dogs will include language prohibiting the sale at auction of any breeding, including sale of the dog's frozen semen, by the buyer of the dog.
- As a member of the BCA, I will offer only dogs for stud or bitches for breeding that are in good health, free from communicable diseases, and that do not have a breed standard disqualification. I will not register, or provide for registration by others, on a full registration any dog or bitch possessing a breed standard disqualification; such registrations may be made on a limited registration only, and any written sales agreement shall state that the dog or bitch shall not be used for reproduction.
- I will not breed to bitches unless they are registered with AKC or a registry recognized by AKC, nor offer at stud a dog that is not registered with AKC or a registry recognized by AKC.
- As a member of the BCA, I agree that I will not, to my knowledge, breed any stud dog to any bitch whose owner is directly involved with any puppy broker, litter lot sales or any other commercial enterprise whose business is involved in like activities or does not adhere to the standards of care and breeding described within this Code of Ethics. I will not to my knowledge sell a Bulldog to any commercial facility, puppy broker, pet shop or agent thereof Nor will I offer any Bulldog for auction or raffle.
- As a member of the BCA, I will conduct myself at all times in such a manner as to reflect credit on the sport of purebred dogs in general and Bulldogs in particular.
- I fully understand that if I fail to conduct myself or my purebred dog actives in accordance with the above stated Code of Ethics, I may be subject to Discipline, per Article VI of the BCA Divisional By-Laws.

Standing Committees

All Committees share a common purpose which is to improve the Bulldog Club Of America and make it more valuable to the members.

AKC Correspondent ensures that an interesting and informative article about the Bulldog or BCA is included in the Non Sporting issues of the AKC Gazette magazine.

**For a list of Bulldog Club
of America Member Clubs
in your area visit:
www.bulldogclubofamerica.org**

Archives Copies of the minutes, of all council and Executive meetings, all publications, all constitutions and amendments, and anything else of historical importance is included in the archives.

Audit and Finance provides oversight of BCA's financial status.

Awards orders the Trophy Medallions for the National Show classes pursuant to the National Show Guideline; acquires the National Show Judges gifts; orders and distributes to each Division a Best of Breed trophy, and supplies four medallions to the BCA Education Chairperson for plaques to be awarded for the annual newsletter and website contests.

Breeder Referral directs the public to members who have signed and agreed to be governed by a "Breeder's Code of Ethics".

The Bulldogger Published tri-annually, The *Bulldogger* is one of the most highly respected Breed publications in the dog world and is one of the benefits of membership in the BCA.

Communications/Media develops proactive communications and provides information and activities that involve liaising directly with people responsible for producing news and features in the mass media to maximize consistent,

positive and fact-based coverage of the Bulldog. The committee shall collaborate with other BCA Committees to develop comprehensive messaging on topics of concern to the BCA.

Education responsible for educational materials, classes, and public speakers to encourage the growth of BCA members, the public, and Bulldog breeders for the purpose of protecting and promoting the breed.

Election Rules and Procedures publishes, reviews annually and recommends for Council approval any changes to the Election Rules and Procedures.

Health educates specifically on health issues, and genetic research, to insure the future health of the Bulldog.

History is responsible for preparing & submitting an annual summary of BCA activities.

Information Technology uses the Web to speed communication with members *and* the public regarding events, education, history, health, and general information as it relates to the BCA or the Bulldog breed.

Judges Directory maintains and publishes information about the relevant history of Breeder Judges for the information of Show Committees and exhibitors.

Judge's Education conducts seminars about the breed and its standard for those interested in becoming judges.

Legislation keeps an eye on anti-dog legislation coordinating with Divisions and clubs in combating such actions.

Long Range Planning sets up the club's annual operating budget and plans for future financial needs.

Membership Advisory responsible for developing and implementing a multi-year action plan for membership development, retention and recruitment, improve member satisfaction, and develop club membership goals.

Membership Directory works with the *Bulldogger* Editor to prepare and disseminate the annual updated booklet of member contact information.

National Gallery and Hall of Fame is responsible for the Gallery of National Winners, transportation of the Gallery to National show sites, commissioning and approving the paintings, maintenance of the art, and care of the Hall of Fame awards and traveling trophies.

National Show Rules & Procedures is responsible for maintaining all procedures to insure that the annual BCA National Specialty fulfills its purpose as a high quality exhibition of the Bulldog.

Rescue BCA has a liaison to BCARN (BCA Rescue Network) a separate tax-exempt, nonprofit rescue network to better fulfill the rescue needs of the Bulldog community.

Standard Operating Procedures Our Constitution and Bylaws cover our government. SOP covers most procedural matters.

Webmaster maintains current and accurate information on the BCA website.

[copy onto your division letterhead]

Benefits of BCA

Whether you simply love Bulldogs, participate in AKC events, or would like to take a more active role in working with the BCA National, Division or Local Club committees and events, YOU help to advance the Bulldog Club of America's goals.

We are on-line and your membership entitles you access to the following current (and planned) Member-Only Online Resources, such as:

- Bulldogger Digital Library
- Bulldogger Digests
- Club Awards information: HOF & Titlists
- Bulldog Champions
- Bulldog All-Breed Best in Show
- Specialty Show Results
- Pedigrees [in progress]
- Bulldog History in Publications [from 1885 – 2011]
- BCA Membership Directory
- Bulldog Obedience/Performance Titlists
- Bulldog Performance High In Trials
- Much more

Our website is: www.bulldogclubofamerica.org. Check it often for current news and updates. Contact [Insert Division Treasurer name and contact info] for your log-in credentials.

The Bulldog Club of America remains the best way for Bulldog fanciers to find reliable information about breed history, the breed standard, breed education, breed health studies and advances, ethical breeders, legislation and responsible pet ownership.

- We are planning our [YEAR] BCA National to be held [days/dates] at [hotel location]. Please visit [national website address] for details.
- As always, we will continue to monitor legislation of importance to the dog fancy, specifically Bulldogs, and will speak out on issues that concern us all.
- BCA Breeder Referral offers the only place for approved BCA members to be identified and available to the general public; listing contact information, kennels, puppies, stud service, health testing, etc.

Want to get more involved? The Bulldog Club of America, along with its divisions and local clubs, is a volunteer organization with great goals. If you have some time to spare, contact any member at any level and ask what you can do, or join us at any open meeting to get more details!

Yes, you are the BCA and we are grateful to have you! We look forward to working together to benefit the Bulldog for many years to come.

Best regards,

[Insert Division Secretary or Membership Chair name/contact info here]



BULLDOG CLUB OF AMERICA
Division [insert Div #] – Points of Contact
2018 -2019 Term

Officers:	Governors:	Councilors:
President	[insert name] [insert email]	[insert name] [insert email]
Vice President	[insert name] [insert email]	[insert name] [insert email]
Secretary	[insert name] [insert email]	[insert name] [insert email]
Treasurer	[insert name] [insert email]	[insert name] [insert email]
	[insert name] [insert email]	[insert name] [insert email]
		[insert name] [insert email]

Division Committee Chairs:	Name	Email	Phone
Audit			
Awards			
Breeder Referral			
Communications			
Education			
Health			
Legislative			
Membership			
Newsletter Editor			
Performance			
Rescue Advisory			
SOPs			
Ways-N-Means			
Webmaster			

GLOSSARY OF TERMS

(taken from the AKC Glossary of Terms)

All-Breed Show	Conformation show where all breeds are exhibited.
Best of Breed	Dog selected by the judge as the best representative of a particular breed on that day.
Bitch	A female dog.
Breed Standard - Illustrated	An illustrated addendum that is an accompaniment to the written Breed Standard, used as a guideline and visual aid to help clarify the Standard. It serves only as an aid, and is not considered part of the official Standard.
Breed Standard - Written	A word picture describing how the perfect dog of a breed should look, move, and behave. The breed standard is owned by the parent club, with full use extended to the AKC.
Catalog	Booklet sold at an event that contains information on individual dogs entered in the event.
Champion	A title conferred on a dog by the AKC as a result of defeating a specified number of dogs in specified competition at a series of AKC licensed or member dog shows. It requires a total of 15 points, with two major wins from two separate judges.
Class Competition	A class made up of dogs from the regular classes. There are 8 regular classes for each sex: 6-9 months, 9-12 months, 12-18 months, amateur owner-handler, bred-by-exhibitor, novice, open.
Cluster	Four all-breed shows held in four consecutive days at the same location.
Cobby	Compact, with a short body.
Conformation	The form and structure, make and shape; arrangement of the parts in conformance with breed standards.
Dam	The female parent.
Disqualification	<i>Conformation/obedience</i> : a decision made by a judge or an event committee following a determination that a dog has a condition that makes it ineligible for any further competition under the dog show rules or obedience regulations, under the standard for its breed or due to an undesirable feature of the dog that results in this action.
Dog	Male dog or term used to refer generically to all dogs, male or female.
Double Handling	The act of someone, other than the handler, getting a dog's attention in the ring to help the dog to show or look better.
Dudley Nose	Flesh-colored.
Entry	The submission of a written entry to a superintendent or show secretary.
Excused (Dog)	Asking the exhibitor to remove a dog from the event for any reason listed in the rules or regulations pertaining to competition. In conformation and obedience events, a dog that is excused does not count as having been present in computing points. In performance events, a dog that is excused may or may not be counted in computing points, depending on the event.
Finished	Term used to describe when a dog has completed its title requirements.
Grand Champion	A title conferred on a dog by the AKC as a result of defeating a specified number of dogs in specified competition at a series of AKC licensed or member dog shows. It requires a total of 25 points, with three major wins from three separate judges.
Group Class	A class made up of dogs designated best of breed or best of variety for their specific group. No separate entry is made for this class. Each group winner is eligible to

GLOSSARY OF TERMS

(taken from the AKC Glossary of Terms)

Groups (7)	compete in the best in show competition. The breeds as grouped into seven divisions by the AKC to facilitate judging. The seven groups are: sporting, hound, working, toy, terrier, non-sporting, and herding.
Judge	Official approved by the AKC to evaluate dogs in specific AKC events.
Judge's Book	Book in which the judge records the results from the event being officiated.
Judging Schedule/Program	A program that lists the time scheduled for judging of each breed or variety, obedience class, and other classes that are offered for the event on that day. Also called judging program.
Major Win	A win that consists of 3, 4, or 5 points in conformation events and some performance events.
Move-up	<ol style="list-style-type: none">1) <i>Events</i>: dogs that, according to their owner's records, have completed the requirements for a championship after the closing of entries for the show (but whose championships are unconfirmed by the AKC) may be transferred from one of the regular classes to the best of breed or variety competition.2) <i>Event records</i>: if an award in any of the regular classes is canceled, the dog judged in the next order of merit will be given that award. The result of the award will be counted the same as if it had been the original award.
National Specialty Non-Sporting Group	Any event held by the parent club. Group of dogs that may share attributes, but don't fit into the mold of other groups. Bulldogs are in this group.
Parent Club	The national organization designated by the AKC to represent a specific breed.
Pedigree	The written record of a dog's genealogy of three generations or more.
Piebald	Covered with patches of two colors, especially black and white. Color definitions may vary by breed. Always check the breed standard for the definitive color description.
Premium List	Official announcement of the club's event sent to prospective participants. It contains the details of an upcoming event.
Professional Handler	A person who exhibits dogs for a fee.
Provisional (Permitted) Judge	Title assigned to judges while they are being evaluated on their knowledge of designated breed(s) and/or level of obedience class in accordance with the current AKC judging approval system.
Puppy Class	A regular class for dogs that are six months of age or over, but under twelve months, that are not champions. Puppy classes may be divided into the 6-9 month and 9-12 month classes.
Registration Number	Unique number assigned to a dog when it is individually registered. Under the current registration system, this number is the litter number plus a slash mark (/) and a two-digit number.
Show Chairman	The member of the event-giving club who is responsible for proper planning, conducting, and reporting the results of the event. Any of these duties may be delegated to other people or organizations, such as the event secretary or superintendent, but the event chairman is ultimately responsible for these duties.
Show Secretary	Person who receives entries for an event.
Sire	The male parent.

GLOSSARY OF TERMS

(taken from the AKC Glossary of Terms)

Specialty Club	A club formed to serve and responsibly promote the interests of a single breed.
Specialty Show	Conformation show in which only dogs of an individual breed or group of breeds are eligible to enter.
Steward / Ring Steward	Person who is responsible for the smooth running of a specific ring; for example, assembling the classes, distributing armbands, etc., thereby enabling the judge to concentrate on judging the dogs.
Superintendent	An individual licensed by the AKC and hired by a club to be responsible for the actual mechanics of holding an event.
Sweepstakes	A non-regular competition offered in conjunction with regular classes at specialty shows for puppies or veterans. Class divisions, requirements, and conditions are established by the club. No championship points are awarded.
Topline	The dog's outline from just behind the withers to the tail set.
Undershot	The front teeth (incisors) of the lower jaw overlapping or projecting beyond the front teeth of the upper jaw when the mouth is closed.
Wry Jaw / Wry Bite	Asymmetrical alignment of upper and lower jaws; cross bite.