

RSPWDC Annual Awards Program

Policy and Procedure

To annually honor and recognize the achievements of the members of the Rio Salgado Portuguese Water Dog Club.

General Information and Requirements:

1. Owners: Award certificates will be considered for those ***members in good standing on the date awards are presented*** – dues must be paid, and as of the date of the awards dinner/meeting and have no outstanding debts to the Club. The Club's Board of Directors reserves to the right to make special considerations due to extenuating circumstances.
2. Dogs: Must be a Portuguese Water Dog.
3. Titles, certificates, and achievements are counted for the period of ***January 1st through December 31st of the prior year***. Only prior year achievements will be eligible. Club members must own or co-own the dog for which awards are submitted but need not have handled the dog themselves. Exception is Junior Handling, in which the Junior Handler must handle the dog.
4. Award Certificates will be awarded for ***titles from Nationally and Internationally recognized organizations, PWDC water trial certificates and titles, PWDC special program achievements and any noteworthy recognized accomplishment made by the dog (example: Reading Dog, CGC, Therapy)*** The Board of Directors will have the final discretionary determination if a title and/or certificate qualifies. The Board of Directors reserves the right to make special awards in unusual cases and for achievements not usually awarded.
5. Title(s) and achievements will appear on the award certificate as is stated on the Award Program application.
6. Award certificates will be presented at a meeting or dinner in conjunction with the first club Supported Entry/Regional Specialty in the calendar year. If a Supported Entry/Regional Specialty is not held by June 1st, award certificates will be presented at the next General Membership Meeting. Awards not picked up at the dinner or meeting and unless prior arrangements have been made, will be held by a Club officer for delivery at a later date.
7. It is the responsibility of club members to submit applications for Award Certificates.
8. Submittal date will be stated on the program application. There will be *no exceptions to the deadlines* stated in the application.

Procedures:

1. The Award Program Chairperson will handle awards certificates. The chairperson will be approved by the Board of Directors. The Award Program chairperson will collect the applications and supporting documentation, prepare award certificates and present certificates or seek out a volunteer to assist in these duties.
2. Each January the program chairperson will prepare an email to be sent to members by the Corresponding Secretary announcing the program and requesting applications.
3. Application deadline, based on the date of the event, will be approximately three to four weeks prior to the date of the event.
4. Certificates will be prepared by the chairperson or designated volunteer.
5. Presentation will be at a meeting or dinner held in conjunction with the first club Supported Entry/Regional Specialty in the calendar year. If a Supported Entry/Regional Specialty is not held by June 1st, award certificates will be presented at the next General Membership Meeting.
6. Awards not picked up at the meeting or dinner and unless prior arrangements have been made, will be held by a Club officer for delivery at a later date.

Requirements:

Date of accomplishment must be from the previous calendar year, January 1st – December 31st, prior to the award event.

- A. *Special Awards or Trophies:*
AKC Best In Show, AKC High In Trial, AKC Best of Breed in Specialty, PWDCA Water Trial Versatility, etc.: Submit dog's registered name, name of owner(s), date and name of achievement(s) and kennel club so that verification can be made.
- B. *Recorded Titles:* Submit a copy of the recorded award(s) from the National or International organization.
- C. *PWDCA Award and Program Achievements, Junior Showmanship i.e., JWD, ROM:* Submit achievement(s) and date of achievement(s) and copy of certificate/award(s).
- D. *All other:* Please provide documentation of the achievement, title or award.