



# Trophy Chairman

## RESPONSIBILITIES:

- Solicit, collect, and present trophy donations for all club events
  - This includes storage of Challenge Trophies and set up and take down of all trophies at all events and the ring markers for placements at conformation shows.
- Manage trophy budget within the trophy dues collected and any additional amount approved by the club membership
  - Work with the Treasurer to confirm amount of dues or other donations that make up the annual budget for trophies.
  - Provide an trophy cost expense report for each event to the Show Chairman and Treasurer
- Work with the Show or Trial Chairman to insure adequate trophies are prepared for each club event.
- Proof read the premium list for each event and add/correct any trophy related items.
- Maintain Challenge Trophies as described in the Challenge Trophy Guidelines which are posted on the Houston Dachshund Club website.
- Order DCA Trophies for all events if authorized by Club Membership
- Maintain an up to date inventory of all trophy items belonging to the Club
- Maintain and resupply the Ring Stewards Box for each conformation show
- Maintain table decorations for the Trophy Table and Judges Table

The Trophy Chairman has the discretion to solicit donations from the club membership of handmade items but care should be given to insure the quality of items presented will represent the club in a positive light.

The Trophy Chairman may solicit donations from vendors or other business for use as trophy items. However, it should be made clear to any donors that our organization is a 501C7 and donations to our club are not tax deductible.

The Club Tax # is 74-6060471 and may be used for purchase of any items used for trophies without paying sales tax.

Trophies may be offered as follows for each type of event:

**Conformation:**

- 1 – Best of Breed
- 1 – Best Opposite Sex to Best of Breed
- 3 – Best of Variety
- 3 – Best Opposite Sex to Best of Variety
- 3 – Best of Winners
- 3 – Winners Dog
- 3 – Winners Bitch
- 6 – Reserve Winners
- 8 – 6-9 Puppy (1<sup>st</sup> Place – 2<sup>nd</sup> through 4<sup>th</sup> may be offered at the club's discretion)
- 8 – 9 to 12 Puppy (1<sup>st</sup> Place - 2<sup>nd</sup> through 4<sup>th</sup> may be offered at the club's discretion)
- 8 - 12 to 19 Month (1<sup>st</sup> Place – 2<sup>nd</sup> through 4<sup>th</sup> may be offered at the club's discretion)
- 8 – American Bred (1<sup>st</sup> Place – 2<sup>nd</sup> through 4<sup>th</sup> may be offered at the club's discretion)
- 8 – Novice (1<sup>st</sup> Place – 2<sup>nd</sup> through 4<sup>th</sup> may be offered at the club's discretion)
- 8 – Bred By Exhibitor (1<sup>st</sup> Place – 2<sup>nd</sup> through 4<sup>th</sup> may be offered at the club's discretion)
- 8 – Open Miniature (1<sup>st</sup> Place – 2<sup>nd</sup> through 4<sup>th</sup> may be offered at the club's discretion)
- 8 – Open Standard Red (1<sup>st</sup> Place – 2<sup>nd</sup> through 4<sup>th</sup> may be offered at the club's discretion)
- 8 – Open Standard AOAC (1<sup>st</sup> Place – 2<sup>nd</sup> through 4<sup>th</sup> may be offered at the club's discretion)
- 95 Total Trophies

**Sweepstakes: (other than cash prizes traditionally offered)**

- 1 – Best in Sweepstakes
- 1 – Best Opposite Sex to Best in Sweepstakes
- 3 – Best of Variety in Sweepstakes
- 3 – Best Opposite Sex to BOV in Sweepstakes
- 6 – 6-9 Puppy (1<sup>st</sup> Place)
- 6 – 9-12 Puppy (1<sup>st</sup> Place)
- 6 – 12 to 18 Dog (1<sup>st</sup> Place)

**Obedience Trials:**

- 1 – High in Trial
- 1 – High Combined
- 6 – 1<sup>st</sup> Place in Regular Classes
- 6 – First Place in Titling Classes
- 6 – First Place in Non-Regular Classes
  - Numbers required for obedience should be checked if a trial is offered. Significant changes may be made in the titling and non-regular classes offered from year to year.

**Field Trials:**

- 1 – Absolute
- 1 – Best Field Champion
- 1 – Best Open
- 4 – 1<sup>st</sup> in OAAD, OAAB, FCD & FCB
- 12 – 2<sup>nd</sup> through 4<sup>th</sup> in OAAD, OAAB, FCD & FCB

## **Club Trophy Inventory as of 07/14/2011**

4 Red Embroidered Blankets  
2 Green Golf Towels  
5 DCA Note Cubes  
6 DCA Gold Pins  
6 DCA Medallions  
1 5" Wire Plaque  
66 HDC Medallions  
1 Newton Resin Medallion (5") with LSW heads on it  
LOADS – Regional Specialty bags – from the Regional we did with DFW in 2004  
1 Rabbit Spoon Rest  
1 Rabbit Cream/Sugar set  
40 Beating Sticks

**SAMPLE DCA ORDER FORM**  
**(available on [www.dachshund-dca.org](http://www.dachshund-dca.org))**

**D C A**

**Dachshund Club of America, Inc.**



MEMBER OF AKC SINCE 1895

**DACHSHUND CLUB OF AMERICA TROPHY PLAN PURCHASE AGREEMENT**  
**CLUB Conformation, Obedience & Rally Events**

In order to participate in the DCA Trophy Plan this "Purchase Agreement" must be signed by an officer of the Club or the event chairperson and submitted along with a check payable to DCA as a down payment on the club's expected trophy usage. This "Trophy Plan Purchase Agreement" must be received by the trophy chairperson at least 12 weeks prior to the event. The Trophy Chairman has sole authority over the acceptance of late applications. Mail your completed Trophy Plan Purchase Agreement along with payment to:

Sheila Parish, DCA Trophy Chairman  
P.O. Box 17164 · Urbana, IL 61803  
Phone: (217) 367-0959 Email: dcatrophies@hotmail.com

Directions:

- Complete the attached order form. Use last year's entry as a guide for what to order. NOTE: If your club's entry was large enough to require the 8" plaques for any BOV at your last event you should select this awards choice for your next event. Your club is exempt from this requirement if your last event was a National Specialty Host event.
- Entries in Non-regular classes that compete for Best of Variety are included in the count for determination of awards.
- If you are using any donated items or items left-over from last year, please note this on the order form. The use of left-over or donated items is acceptable. The trophy chairman simply needs to know that you have the needed items.
- Complete one order form for each separate event. **Do not combine events on one form.**
- Your order will be shipped to the address you supply approximately one month prior to your event. If you do not receive your order, contact the trophy chairman immediately.
- **All supplies are sent by ground transportation to the address supplied by the club.**
- **A post show instruction letter will be included with each shipment. Please review and follow the instructions carefully.**
- **Report entries to the trophy chairman at least ten days before your event.** Reports via email are preferred.
- The difference in cost between the initial payment and the actual trophies utilized will be reconciled after your entries are reported to the trophy chairman. The intent of this plan is that each club will pay the actual costs for the trophies they use. Costs for individual items will be adjusted when price reductions or increases are received from suppliers.
- Your club will be credited for any unused trophies valued over \$10. **No bills will be sent or refunds made for amounts \$10.00 and under.** The cost of return shipping of any unused items is strictly the responsibility of the purchasing club.
- **Payment of all outstanding monies due to DCA for "Trophy Plan Agreements" is required within 30 days of your event. No future orders will be shipped to clubs that owe money or have not submitted required reports and/or forms.**

By signing this agreement, the participating club agrees to abide by the terms of the DCA Trophy program. If a club does not comply with the terms of the DCA Trophy Program, DCA reserves the right to deny future applications.

I have read and understand the above instructions.

Print - Club Officer/Show Chairman Patricia Mims Title Secretary

Signature Club Officer/Show Chairman Patricia Mims Date: 7-10-11

Sheila Parish, Trophy Chairperson, P.O. Box 17164, Urbana, IL. 61803 • (217) 367-0959 • dcatrophies@hotmail.com

# D C A

Dachshund Club of America, Inc.

Mail Trophies to Patricia Mims  
@ address below



MEMBER OF AKC SINCE 1895

## ORDER FORM FOR CLUB CONFORMATION, OBEDIENCE AND/OR RALLY EVENTS

DO NOT COMBINE EVENTS. COMPLETE A SEPARATE ORDER FOR EACH EVENT. CLUBS MAY USE DONATED ITEMS BUT THEY MUST BE INDICATED BELOW.

DO NOT USE THIS FORM FOR A DCA SHOW

NAME OF CLUB: Houston Dachshund Club EVENT DATE: 7-21-2011  
EVENT LOCATION: Reliant Center, Houston, TX CLOSING DATE: 7-16-2011  
(Include Facility Name, Address, City, State, & Zip)  
SHOW CHAIRMAN: Janice Finney EMAIL: phantomdash@earthlink.net PHONE: 281-344-9407  
SHIPPING ADDRESS FOR TROPHIES: Patricia Mims 1603 Windloch Richmond, TX 77406  
(Include Address, City, State, & Zip)

	Required Entry	Awards	Unit Cost	Number Required	Total Cost
<b>CONFORMATION</b>					
Longhair Entry	45 or more entries	8" Plaque - BOV 5" Plaque - BOS	\$130.00 \$64.00	1 ea (194.00)	
	15 to 44	5" Plaque - BOV Starburst Medallion-BOS-V (optional)	\$64.00 \$10.00	1 1	64 - 10 = Have
	6 to 14	Sunburst Medallion	\$10.00	1	
Smooth Entry	44 or more entries	8" Plaque - BOV 5" Plaque - BOS	\$130.00 \$64.00	1 ea (194.00)	
	15 to 43	5" Plaque - BOV Starburst Medallion-BOS-V (optional)	\$64.00 \$10.00	1 1	64 - 10 = Have
	6 to 14	Sunburst Medallion	\$10.00	1	
Wirehair Entry	42 or more entries	8" Plaque - BOV 5" Plaque - BOS	\$130.00 \$64.00	1 ea (194.00)	
	15 to 41	5" Plaque - BOV Starburst Medallion-BOS-V (Optional)	\$64.00 \$10.00	1 1	
	6 to 14	Sunburst Medallion	\$10.00	1	
Winners Dog & Bitch All Coats		Gold Dachshund Pin	4.00	6	24.00 - Have
				Conformation - SUBTOTAL	
<b>OBEDIENCE</b>					
Total Entry	30 or more	8" Plaque - HIT 5" Plaque - 2nd HIT	\$130.00 \$64.00	1 ea (194.00)	
	10 to 29	5" Plaque - HIT SB Medallion - 2nd HIT	\$64.00 \$10.00	1 ea (74.00)	
	6 to 9	Sunburst Medallion - HIT	\$10.00	1	
	Qualifying Score	Gold Dachshund Pin	\$4.00		
				Obedience - SUBTOTAL	
<b>RALLY</b>					
1st in Each Class Novice A&B, Advanced A&B Excellent A&B	Highest Qualifying Score	Gold Dachshund Pin	4.00	6	
				Rally - SUBTOTAL	
<b>SHIPPING/HANDLING</b>					\$15.00
<b>GRAND TOTAL</b>					\$143 -
Check # Rec'd:	Check \$ Rec'd	Actual Usage:		Due/ Refund:	To Treasurer:

Sheila Parish, Trophy Chairperson, P.O. Box 17164, Urbana, IL. 61803 • (217) 367-0959 • dcatrophies@hotmail.com

Entries:

Long: 4-11-7-2(24) Sm 4-5-3-3(15) Wire 2-9-1-2(14)