



HANSEN DOG SHOW SECRETARY SERVICES

SERVING SHOW LOCATIONS IN AB, SK, MB, SOUTHERN BC
(utilizing DogShow.ca exclusively)

OPERATED BY: VALERIE HANSEN

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OFFERING THE FOLLOWING SERVICES:

- WILL SEND ALL DATE AND JUDGE APPLICATIONS TO CKC IF THAT IS THE CLUB'S WISH
- WILL CREATE YOUR PREMIUM LIST WITH INFORMATION PROVIDED BY YOUR CLUB
- WILL ENSURE THAT THE PREMIUM LIST IS POSTED ON THE DOGSHOW.CA WEBSITE AND ON CANUCK DOGS AND OPEN THE SITE TO ACCEPT ENTRIES
- WILL ENSURE THAT THE PREMIUM LIST IS EMAILED TO CKC, ALL JUDGES, PHOTOGRAPHER, CKC REPS, ETC.
- WILL ORDER ALL SHOW SUPPLIES FROM CKC
- WILL PROCESS ALL ENTRIES - ONLINE, MAIL AND FAX
- WILL PROVIDE THE OFFICIAL PART OF THE CATALOGUE (IT WILL MEET ALL OF CKC'S REQUIREMENTS) TO A DESIGNATED CLUB OFFICIAL FOR PRINTING WITHIN 2 WEEKS OF ENTRY CLOSING
- WILL PERFORM ALL STANDARD SHOW SECRETARY DUTIES DURING YOUR SHOW AND FOLLOWING THE SHOW WILL COMPLETE ALL POST-SHOW PROCESSING INCLUDING MARKING OF CATALOGUES, PREPARATION OF CKC PAPERWORK AND MAILING OF ALL REQUIRED MATERIALS TO THE CKC

BASIC COSTS TO CLUB:

Amount per dog entered per day per event to be advised (is confidential), plus travel (hotel, gas, etc.) expenses, plus other costs incurred on behalf of the club. Copies of all receipts for expenses incurred on behalf of club will be submitted with the Hansen Show Secretary Service invoice.

Valerie Hansen