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Name  
BTCA Secretary  
1234 Stree  
City, ST Zip

Date

Name  
Host Club  
1234 Street  
City, ST Zip

Dear

The Border Terrier Club of America will be supporting the entry of Border Terriers at the Kennel Club Show on Month, Day, Year as requested by the Regional Club.

The Regional Club is responsible for providing prizes for this show and any unused trophies should be returned to their representative. If there is a rebate for entries for this supported entry, please send it to this club's representative, Name, Address.

Thank you.

Sincerely,

Name  
BTCA Secretary