

**Border Terrier Club of America
Policies and Procedures Manual**

BTCA Earthdog Committee

This committee is comprised of experienced earthdog judges/chairmen from various parts of the country.

Duties:

1. Develop and update procedures for sponsoring BTCA earthdog events.
2. Receive, evaluate and approve applications for regional clubs or groups of members who want to hold an AKC earthdog event under the name of the BTCA. Process and forward to the AKC.
3. Distribute relevant rosettes and prizes to sponsoring organizations and receive extras back for storage.
 - a. Order rosettes and prizes
 - b. Mail to sponsoring clubs and receive reports and extras returned.
 - c. Coordinate prizes for supported events. At this time there is one, the event held the day after Montgomery County Kennel Club.
4. Ensure that the group sends the correct fee to the BTCA to cover the cost of the rosettes and mailing.
5. Develop and update procedures for the BTCA working terrier title program, which offers Working Certificates, Field Gameness Certificates, and Field Sporting Certificates.
6. Appoint a Secretary. The secretary receives applications, mails them for review, mails out approval/denial notice and certificate. At this time the certificate is under development.
7. Maintain a qualified review committee according to the procedures.
8. Notify the Borderline when a certificate is issued.
9. At the request of the Board, the committee is available to review any issues regarding earthdog events or working terriers that are necessary for the benefit of the BTCA.