

# Berger Picard Club of America

## Job Descriptions

Committee (responsibilities/procedures/duties)

Standing rules and policies

This manual is provided for the officers and membership of the BPCA. These policies and standing rules are put into place to further clarify, but not be in direct conflict with the Club's Bylaws. As such, this is a living document and can be changed from time to time, following RRONR (2/3rds vote of entire Board to change previous board action) as the Club experiences growth and progress, state and federal laws change, AKC rules change, etc.

The Constitution and Bylaws (AKC pre-approved) were approved by the Board of Directors of the BPCA in June of 2015. The membership approved them by ballot vote in August of 2015. Once becoming a member Club, the amendments to the Constitution and Bylaws were approved by a membership ballot vote in April of 2017.

*The date following each policy is the date the Board approved that policy.*

## ***Index***

- Page 2: Index
- Page 3: President
- Page 3: Vice President
- Page 4: Treasurer
- Page 5: Corresponding Secretary
- Page 6: Recording Secretary
- Page 7: Regional Director
- Page 8: AKC Delegate
- Page 9: Breeder List Coordinator: Job Description
- Page 10-12: Policies Pertaining to Articles I, II and III of the Bylaws
- Pages 13-30: Policies pertaining to Article V of the Bylaws
- Page 30: Policy pertaining to Article VI of the Bylaws
- Page 31-34: Standards and Code of Behavior
- Page 35: BPCA Club Logo
- Page 36-41: The BPCA American Élevage
- Page 42-53: BPCA Rehome Forms

## **President: Job Description**

The President shall preside at all meetings of the Club and of the Board, and shall have the duties and powers normally appurtenant to the office of President in addition to those particularly specified in these bylaws. The President shall have the right to call meetings, and coordinate officers, committees, and Board. In addition, following the election of a new President, the former President shall attend the Board meetings as Immediate Past President and may, at the discretion of the Board, sit on the Board for a period of one (1) year in a non-voting, and advisory capacity only. In such capacity the Immediate Past President may attend any and all Board meetings with the exception of executive sessions during the initial year of his/her immediate successor's term of office.

- Delegates and appoints club members as needed
- Works with Board and other club members with planning and organizing club events
- Attends as many committee meetings as possible
- Works with Board members regarding ongoing analysis of Club meetings and operations
- Setting goals and continuously monitoring the Club's progress toward those goals
- Problem solving
- Recruiting and retaining members
- Assist in training Club officers, Board and committee chairpersons
- Appoint and delegate chairpersons and committees to advance the work of the Club in such matters as dog shows, trials and testing. This includes trophies, annual prizes and other areas which may be well served by committees
- Continue to work with judges education, planning seminars, ringside mentoring, etc.
- Continue to work with AKC for the preservation and protection of the Berger Picard

## **Vice President: Job Description**

The Vice President shall assist the President in any duties needed, including any and all duties of the President. The Vice President shall perform any duties of the President if he/she is unable to perform them. This would include Board meetings, general meetings of the Club, meet the breed events, judges education, etc.

## **Treasurer: Job Description**

### **Responsibility:**

The Treasurer shall collect and receive all moneys due or belonging to the Club and inform the Board of its fiscal state by providing monthly accountings of the Club's assets.

### **Procedures:**

- Moneys shall be deposited in a bank approved by the Board, in the name of the Club.
- The Club's bank account shall have as signatories on the account the Treasurer and President of the Club.
- The books of accounting of the Club shall at all times be open to inspection by the Board, by a committee designated by the Board or by a professional auditing agency designated by the Board and a report shall be given at every meeting of the condition of the Club's finances and every item of receipt or payment not before reported.
- At the annual meeting an accounting shall be rendered of all moneys received and expended during the previous fiscal year.
- The Treasurer may be bonded in such amount as the Board of Directors shall determine appropriate, but not to be less than the assets of the Club.

### **Duties:**

- Send out the membership dues notices in November of each year
- Maintain a membership list of those members in good standing for the purpose of Club voting, qualifying for trophy sponsorship, the qualifying and retiring of challenge trophies, the paying of dues, Club mailings, social media groups and the sponsoring of new members.
- Make sure the yearly AKC membership dues and Incorporation dues are paid
- Serve on the Finance Committee
- Sign all financial contracts for Club functions

- Serve as the Specialty Show Treasurer

### **Corresponding Secretary: Job Description**

The Corresponding Secretary shall have charge of the correspondence, notify members of meetings, notify new members of their election to membership, receiving and processing membership applications, notify officers and Directors of their election to office, keep a roll of the members of the Club with their addresses and phone numbers, e-mails, type of membership, and carry out such other duties as are prescribed in these Bylaws. Further, the Corresponding Secretary shall be responsible for sending to applicants, receiving and processing membership applications. The Board of Directors may assign a membership chair who would carry out the duties involved with the membership application process.

In addition to the above proscribed responsibilities, the Corresponding Secretary (CS) is the point of contact with all outside entities and is responsible for forwarding communications to the Board of Directors as well as replying to the communications as directed by the Board. Outside entities may include the AKC, media and other contacts.

The CS or Membership Chair also inputs all applications for membership into the membership tracking database and once members are approved it is the responsibility of the CS to notify the members.

The CS is responsible for most correspondence between the Board and the membership.

Written notice of the annual meeting shall be mailed by the Corresponding Secretary to each member at least thirty (30) days prior to the date of the meeting.

## **Recording Secretary: Job Description**

Record either by written notes or tape/digital recordings all minutes of board, special, and membership meetings. Present these minutes via e-mail or written copies before the beginning of the next Board, special, or membership meeting for approval.

Before the annual or special meetings obtain a written up-to-date list from the Treasurer of all active and associate members, their names, addresses, e-mail address, and phone numbers. As members appear for the annual or special meetings, check their names off the list and verify their personal information. This will be the roll call recording who is in attendance.

Send to members in good standing the ballots of the Club, and where relevant any motion to the Board Members that will be voted upon by electronic means as set forth in the Constitution and Bylaws. Should the Board elect to do so, the Recording Secretary may be the recipient of ballots cast by members.

**Annual Elections:** Receive any nominations from the membership for open Board positions and attach the valid nominations to the slate of candidates provided by the Nominating Committee.

Amendments proposed by petition shall be promptly considered by the Board of Directors and must be submitted to the members with recommendations of the Board by the Recording Secretary for a vote no later than three (3) months of the date when the petition was received by the Corresponding Secretary.

## **Regional Director: Job Description**

Each Regional Director is to act as the liaison between the BPCA Board of Directors and the BPCA membership within their designated geographic boundaries as described in the BPCA.

Constitution and Bylaws Article III Section 4.

Regional Directors responsibilities shall include:

- Facilitating, supporting, and attending BPCA sanctioned and licensed AKC sporting events and activities which shall include but are not limited to:
  1. BPCA Supported Entries, Regional Specialties AND the National Specialty.
  2. AKC Meet the Breeds events
  3. AKC and BPCA educational events
  4. BPCA social functions i.e. "Picardy Parties"
  5. Conformation and Performance events
  
- Providing information and facilitating contact when necessary with the BPCA National Rehome Coordinator (NRC). Follow up should be done within 3 days to ensure all necessary action is being taken.
- Working with the various BPCA Committees and their associated events, clinics, seminars, publications, etc.
- Attending the once monthly Board Meetings, the annual BPCA Club meeting, the BPCA National Specialty and participate in all Board voting measures.

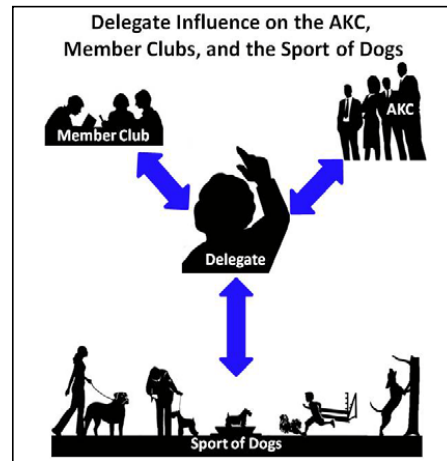
## The Importance of Your AKC Delegate

### What are the unique powers of a Delegate?

- Approves Rules governing dog shows and field trials
- Approves amendments to the AKC Bylaws
- Nominates and elects Delegates to serve on the AKC Board of Directors & Delegate Standing Committees
- Approves new member clubs
- Votes to uphold or overrule an AKC Board decision to disapprove a Delegate candidate or to remove a seated Delegate
- Only a Delegate may serve on the AKC Board
- Votes to discipline, and even to expel, a Member Club

### How do they exercise these powers?

- Attends and votes at quarterly Delegate Meetings
- Attends and/or Participates with Delegate Standing Committees
- Brings Member Club's proposals to the Delegates and/or Delegate Standing Committees
- A Member Club, through its Delegate, may propose amendments to the AKC Bylaws or AKC Rules directly to the AKC Board
- Informs all members of their Member Club of Delegate actions
- Acts as ombudsman for Member Club members dealing with AKC



### What are the qualifications for a person to become a Delegate?

#### Required -- Article VI of the AKC Bylaws

- Represents a Member Club
- Both Member Club and individual are in good standing with AKC
- Is a resident US citizen or has permanent resident alien status
- Meets all of the occupational eligibility criteria
- May not have been found guilty of or admitted to the theft, embezzlement or misappropriation of funds or property from an AKC Club

#### Suggested -- for perspective and continuity

- Ten year involvement in AKC events and/or activities
- Willingness to serve for five years or more
- Willingness to invest time, effort and expenses
- Willingness to speak up and become involved
- Willingness to engage others in crucial conversations
- Access and skills to use a computer or the support of someone with the access and skills

### What should a Member Club expect from their Delegate?

- Long term (5 years or more) commitment to represent and serve the Member Club
- Commitment to attend and participate at Delegate Meetings
- A timely report on the actions taken at Delegate Meetings
- Presentation of actions/issues that will come before future Delegate Meetings
- When applicable, vote as directed by the Member Club

### What should your Delegate expect from the Member Club?

- Long term appointment as Delegate
- A forum to report on what transpired at Delegate meetings
- Discussion and guidance on forthcoming actions/issues
- Assistance with Delegate expenses to expand who might become Delegates and to maximize their participation



## **Breeder List Coordinator: Job Description**

The Breeder List Coordinator (Coordinator) is appointed by the Board of Directors to manage and maintain the list of breeders included on the BPCA website. In order to achieve this task, the Coordinator is responsible for the following:

- Follow the Board's directions regarding the requirements a breeder must meet in order to be listed. Any changes to these requirements by the Board are to be included by the Coordinator when evaluating breeders.
- Receive and review applications from breeders wishing to be on the breeder list. The Coordinator will ensure that the application is complete and that a signed Breeders' Code of Ethics is included. The Coordinator will use current OFA data to ensure that the breeder has met all required tests and criteria before recommending to the Board that the breeder be added to the list. The Coordinator will send each breeder a letter stating whether he/she has been accepted. If a breeder is not accepted, the letter will state which dogs are not in compliance with the requirements and what steps need to be taken to bring those dogs and the breeder into compliance. In the case of any disputes that cannot be resolved, the Coordinator is to work with the Board to resolve the situation.
- The Coordinator is to do an annual review of the breeders listed. All of these breeders are to be given at least 6 months' notice in order to get any tests that need to be done on their dogs (e.g. annual eye exam, all tests for pups that turned 2 during the year, any new breeding stock added). Any breeders found to not be in compliance after the 6 month notice will be sent a letter stating which dogs are not in compliance. The breeder will then have one month to complete the required tests. If this does not happen, the Coordinator will inform the Board. The Coordinator can also recommend removing a breeder from the list at any time for violating the Breeders' Code of Ethics. The Board is to approve removing a breeder from the list before their name is taken down.
- The Coordinator will bring any situation involving special circumstances to the Board for consideration. The Board must approve or deny the listing of a breeder with any special circumstances.

## ***Bylaws***

### ***ARTICLE I: Membership***

#### **Membership Committee**

- Receive applications for membership in the Club. Provide list of applicants to the Recording Secretary and to the editor of "Picardier" for publication, and receive any resulting letters of membership comment.
- Apprise the applicant of the status of his/her application and notify him/her with the Board's decision once the application has been voted on.
- The membership chairman will keep files of membership applications.
- New associate members are sent the most recent available copy of the "Picardier" and invited to join all social media groups.
- Associate memberships are not transferable.
- Neither the membership application forms nor sponsor questionnaire can be changed without Board approval (2/3rds majority).  
(02/11/18)

#### ***ARTICLE I Section 2(c): Name and Objectives***

## **BPCA Breeders List-Requirements**

### **Objective:**

To encourage all breeders to strive for the highest level of quality in their breeding program by providing an opportunity to have their dogs and litters listed on the BPCA breeders list. The following requirements which are included in the Breeders Code of Ethics will be available for signing to all BPCA Active members in good standing with both the BPCA and the AKC.

1. Current CHIC number for both the sire and dam will be required before any litters will be listed.

2. All retired breeding stock born after 2003 that have ever produced puppies must be listed on OFA and have a CHIC number.
3. All active breeding stock must be listed on OFA and maintain a current CHIC number which must include a current eye exam.
4. Although retired breeding stock is not required to have a current CHIC number, due to the known late onset PRA risk, all retired breeding stock must have an OFA eye exam between 8 and 10 years of age unless said retired breeding stock has already been positively diagnosed and listed as such on OFA with PRA. Any additional eye exams after this requirement is met and encouraged.
5. The required eye and hip test for the CHIC number must be done after the dog/bitch is 24 months old.
6. For all litters registered with your kennel name, both the sire and dam must be over 2 years old and each must have a current CHIC number before they are bred. All co-bred litters and litters resulting from leasing contracts will be reviewed on a case by case basis for approval to be included.
7. All primary registered owners or breeders who have leased or are currently leasing a dog/bitch, are responsible to comply with the required health testing and guidelines prior to breeding that dog/bitch.
8. Co-owned dogs/bitches that do not live with the breeder do not need to be listed unless those dogs/bitches are going to be bred with a club member as a Breeder of record.
9. Dogs/bitches over the age of 2 who have never produced puppies and are either altered or will be altered are not required to be listed or to have a CHIC number. All owners are strongly encouraged to have at least a DNA sample submitted. Hip and eye test are also encouraged.
10. If imported semen is used for a litter, equivalent health tests are strongly recommended.
11. In some cases, where there are extenuating circumstances, the Board of Directors will decide if the breeder can be listed.

(11/19/20)

## ***Article II: Meetings and Voting***

### ***Section 1. Annual Meeting***

- To adopt the latest edition of Robert's Rules of Order for the BPCA Annual meetings (2/11/18)

## ***ARTICLE III: Directors and Officers***

**SECTION 1. Board of Directors**

- To adopt the latest edition of Robert's Rules of Order for BPCA Board meetings.  
(2/11/18)

**AKC Delegate**

To allow the AKC Delegate to receive a \$500.00 maximum travel (transportation and hotel) stipend after submitting receipts for board approval & reimbursement.  
(3/07/17)

AKC Delegate position is not subject to consecutive term limits. (10/18)

AKC Delegate is a voting board member. (10/18)

## **ARTICLE V: Committees**

### **BPCA National Specialty**

#### **Auction**

10% of all auction proceeds will go to the AKC PAC (Political Action Committee) each year beginning in the year 2021.

**(05/17/21)**

#### **Judges' Contracts**

##### **Sweepstakes Judge**

- Lunch on the day of the assignment and the judges' dinner.
- Judge agrees to speak at the judges dinner and give the members a general critique of the entry.
- Sweeps Judge agrees to provide a written critique of Best in Sweeps and Best Opposite in Sweeps plus first through fourth place finishers in all classes within 60 days of the specialty.

##### **Conformation Judge**

- Lodging and all meals during the specialty including the judges dinner on the evening of the last day of the assignment.
- Reasonable transportation costs includes lowest economy airfare, booked 30 days in advance.
- The conformation judge agrees to provide a written critique of all winners plus first through fourth place finishers in all classes within 60 days of the specialty.
- Judge agrees to speak at the judges' dinner and give the members a general critique of the entry.
- Judge agrees not to judge any Berger Picard assignment 3 months prior to or 3 months after the Berger Picard Club of America National Specialty (year of Specialty inserted here) in the USA or Canada.
- The Show Committee will arrange Judges' Hospitality and Judges' gifts for all judges.  
**(08/2017)**

## **Nomination of Judges for BPCA Conformation Events**

- The Board will solicit recommendations from Active Members for the Conformation and Sweepstakes Judges.

**(08/2017)**

## **Nomination of Judges for BPCA Herding, and all other ACK sanctioned performance events**

- The Board will solicit recommendations from active members for the herding, and AKC sanctioned performance event judge.

**(02/11/18)**

## **Judges Selection Policy**

Compile suggestions from active members in preparing future judges' ballots.

Beginning in 2021 at its first board meeting, the board members will submit names of judges for the "judges selection list". Any names that are approved by the AKC will be accepted and put on this list. Judges who have completed the BPCA Judges education workshop will be included and noted. The list of suggested names will be sent to the Active members by **April 1**.

**Nomination of Conformation Judges.** A current list of Conformation judges will be sent out to the Active membership with a nomination ballot. Active members will be asked to nominate up to three judges and return their nominations to the Judge's selection Committee. Deadline for suggestions from members will be **June 1**. The committee counts the ballots and reports the results to the board by **July 1**. The board then instructs the recording secretary to place the top five nominees on the ballot. In case of ties, the total number may exceed five. For example, three judges could tie for first place and three judges tie for second place. In such a case, all six judges would be listed and the remaining names would be dropped.

**Nomination of Sweepstakes Judges.** The membership may submit suggested names to be included on the ballot. June 1 is the deadline for suggestions. Selection will follow the same protocol as the conformation judge procedure.

**Nomination of Herding Trial Judges.** The Specialty show committee will select the herding trial judge and submit their selection to the board for approval.

***Timing: The final ballots will be mailed out to the membership with the annual election materials. Votes by the membership will be counted according to the same rules as election procedures. Within 30 days of the election, the judge with the most votes will be contacted by the BPCA recording Secretary regarding their choice of the next two years of specialty assignments. The second place judge will then be***

***given the opportunity to take the other year's assignment. The Treasurer will send contracts for signature within 30 days of election. Once returned, the Treasurer will distribute the signed contract to the BPCA Secretary & that corresponding years Show Chair. The nominating ballots and tally sheets will be maintained by the Secretary for reference until that year's election is complete.***

**(11/19/20)**

## **SUGGESTIONS FOR THE 2023-2024 Conformation JUDGES' BALLOT**

Dear BPCA Members,

You may suggest up to three judges. A list of BPCA board proposed judges appears on the reverse side for your convenience. You may also suggest judges not listed. For your convenience, a downloadable list of AKC's most current list of approved Berger Picard conformation judges has been posted on the Club's website (Picards.us) under the club news. To have your suggestions considered, your name and address must appear in the upper left-hand corner of your envelope, and return to:

BPCA Judges Selection Committee C/O Berger Picard  
27223 South 88<sup>th</sup> Avenue  
Herding Way, Neverland 00011

### **Deadline: June 1, 20XX**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
- 4.

Please put your name and address in the upper left hand corner and mail to the Judges' Selection Chairman at the above address.

### **Judge Replacement**

- In the event a judge engaged by the BPCA to judge its National Specialty is unable to fulfill his/her assignment, the judge(s), in contracted order, will be given first right of refusal. If a substitute is not established, then the results from the most recent judges' election will be utilized, starting with the next judge on the list until the position is filled.
- In the event an advertised judge is unable to fulfill his/her assignment either after the opening of the show or after part of the classes have already been judged, the BPCA will substitute a judge according to the AKC Rules and Regulations, Chapter 7, Sections 10-11.

**(02/11/18)**

### **Premium List**

- The BPCA Board of Directors shall have an opportunity to review the premium list for the National Specialty before the printing and distribution of same.

**(02/11/18)**

### **Sweepstakes handling and championships**

#### **REQUIREMENTS & CLASSIFICATION**

Dogs shown in Sweepstakes must also be entered in one of the regular classes, at the regular entry fee, and on the regular entry form. Indicate your Sweepstakes Class with the age division in the space provided for "Additional Class."

No professional handlers will be allowed to show dogs in Sweepstakes unless the dog is owned or co-owned by the professional handler as of the closing date for the show for which the Sweepstakes entry is being made.

Puppies who, according to the owner(s) records, have completed their championships on the date of the show, are not eligible to be shown in the Sweepstakes Classes.

**(02/11/18)**

***Trophy Committee policy changes are to be approved by the Board (2/3rds majority)***

### **Class and Challenge Trophies and Ribbons**

#### **Chairpersons**

The Board will assign two positions for Trophy Chairpersons (Specialty and Permanent)

**Specialty Trophy Chair** (member of the Show Committee for current year) whose responsibilities are as follows:

- Set up and secure volunteers to man the trophy table.
- At the Specialty oversee the setup of trophy tables and give direction to the Trophy Committee.
- At the Specialty make sure correct trophies are available for winners' photographs.
- Inventory any leftover class placement trophies or mementos and turn over to Permanent Trophy Chair for the following years' use.



## Specialty Ribbons

Specialty ribbons shall contain the AKC trademark, the BPCA logo or trademark, the Specialty dates, city and state. Ribbons for events other than AKC events shall contain the BPCA logo or trademark. Per AKC Rules, no other ribbons can be awarded in the ring, nor can such ribbons be recognized in the Specialty catalog or premium list.

## Specialty Class Trophies

- The Club will be responsible for all regular class trophies, including performance events. All trophies purchased for the Specialty will be of similar quality.
- No dates or placements are to be engraved on any trophy, only the Club name or logo is to be permanently engraved on the trophy.
- The treasurer shall provide both trophy chairs with the names of currently paid members, in order to determine which winners are eligible for challenge trophies.
- Challenge trophies may only be retired by an active or associate member.

Permanent Trophy Chair (Board member) whose responsibilities are as follows:

- Act as the liaison to the Board for the Specialty Trophy Chair.
- Order all ribbons and trophies (class placement, non-regular and mementos) for the Specialty show. Obtain budget from the Board.
- Purchase all class placement, non-regular and mementos for all events from Woodbury Pewter. Obtain budget from the Board.
- Inspect all ribbons and trophies upon delivery for accuracy.
- See to the transport of all ribbons and trophies to Specialty.

Procedures to follow:

- Before June of each year place order with Woodbury Pewter. Note-can be shipped directly to the Show Chair or other representative that is close to the show site. If transporting them yourself, have them shipped to your home address. Billing will be sent directly to the Club Treasurer for payment to Woodbury Pewter.
- Send a list of the sponsors and billing amounts to the Club Treasurer. In turn, the Treasurer will invoice each sponsor for his or her sponsored trophy. Lack of payment can result in forfeiting the sponsorship.
- Advise show chair 8 weeks in advance of Specialty of number of tables required for trophy display, so that the appropriate number of tables may be rented or secured.
- Sponsors for the mementos to the Challenge trophy and the Non-Regular placement trophies carry over from year to year. In the Winter of each year, a letter must be sent to those sponsors to see if they are interested in continuing that sponsorship. This must be done in time for submission of the premium list. Work with the Show Chair and Secretary for the timelines.

#### Responsibilities:

- Maintain possession of all Club challenge trophies and any inventory of placement and memento trophies.
- Challenge trophies will be held by the Club until retired.
- Maintain proper packing and storage of all challenge trophies.
- Have all challenge trophies table ready (cleaned and polished) for Specialty each year.
- Have all challenge trophies properly engraved per results of previous year.
- Deliver or arrange shipping for challenge trophies to Specialty each year.
- Follow established procedures for replacing retired challenge trophies.
- All challenge trophies should be placed or mounted on wood bases (reduces engraving cost to the Club)
- Any non-member winning an award that has a challenge trophy would have his/her name engraved on the trophy in parentheses denoting a non-member. And would not receive a leg on said trophy.

(04/2016) (02/11/18)

## **Finance Committee**

#### Responsibility:

- The Finance Committee is established to oversee the funding of the Club.

#### Procedures:

- Its membership consists of the President, Treasurer and one other Board member, appointed by the President.

#### Duties:

- To prepare a fiscal accounting of assets beginning in January of each year and to submit it to the Board at its January Board meeting.
- As requested by the Board, to review project proposals and/or projected expenditures for potential impact on the Club's financial position and prepare recommendation to the Board.

# **BPCA Health Committee**

## **I. MISSION STATEMENT**

To communicate with veterinarians, researchers and other organizations with regard to breed specific health/genetic issues and to research and convey that information to Berger Picard owners.

## **II. COMMITTEE LEADERSHIP STRUCTURE & RESPONSIBILITIES**

The governing body of the Health Committee is the Berger Picard Club of America.

### **Board of Directors**

- Appointees must be full club members in good standing with the Berger Picard Club of America.
- The Chair shall be appointed annually by the Board of Directors.
  
- A Chairperson or member is not prohibited from holding any other BPCA office while serving on the Health Committee provided they have sufficient time to effectively contribute to the Committee's work.
- The Chair shall recommend Committee members preferably, but not necessarily with a background in science/veterinary/health and with interests in advances in canine health and genetics. Committee members are approved annually by the BPCA Board of Directors.
- Committee Chair Qualifications – The Chair should preferably, but not necessarily, have a background in veterinary or biomedical science or in-depth knowledge/experience in and understanding of canine health. The chair must possess a working knowledge of veterinary and scientific principles and terminology which will allow them to understand health issues and effectively communicate with scientific professionals and Berger Picard owners. The Chair must also possess strong administration and organizational skills to steer the Committee to fulfill their responsibilities.

### III. COMMITTEE GOALS & RESPONSIBILITIES

- Develop and maintain a health database for members to exchange health information in an open forum.
  - Develop subcommittee(s) to address a specific health condition if warranted.
  - Develop recommendations for the Canine Health Information Center (“CHIC”) as part of the Orthopedic Foundation for Animals database.
  - Educate the membership through timely online material, including links to scientific studies and articles. Provide articles for publication in the BPCA Newsletter.
  - To develop and maintain educational information targeted to general health care of the Berger Picard.
  - To develop and maintain a knowledge base of medical problems specific to the Berger Picard including clinical resources to assist with diagnoses, treatment and management of breed specific health issues.
  - Educate the membership about the need for targeted health funding.
  - Provide educational materials for breeders to include with their puppy packets
  - Educate the public and veterinarians about breed-specific conditions and new and on-going research for the same.
- 
- Monitor the current email/contact for the BPCA Health Committee. Replies are sent to every inquiry with an appropriate response, within an established time frame.
  - Member Participation: Encourage breeders and owners to participate in donating samples by organizing collections at regional and National specialties and in open discussions of health issues.
  - Communicate with the Health Committee of fellow national breed clubs to coordinate collaborative funding contributions when/if applicable.
  - Communicate Berger Picard health issues to the American Kennel Club’s Canine Health Foundation (“CHF”) through selection of a CHIC Liaison.

### IV. BOARD REPORTS

- Submit an annual report to the Board of Directors for the annual Board meeting. Submit reports for monthly Board meeting as needed.
- Summarize committee activity since the last Board of Directors meeting.
- Be part of the international community by working with Berger Picard Clubs around the world in regard to the health of our breed and the open exchange of information.
- Include in the report any needed changes to this Committee.

## **CHIC Liaison**

### **Responsibility:**

- The AKC/CHIC Liaison is to act as the representative for the BPCA to the AKC Canine Health Information Center.

### **Procedure:**

- The CHIC Liaison is chosen by the Board and is an ex officio member of the Health Committee.

### **Duties:**

- Receive quarterly reports of the Berger Picards newly enrolled or status updated in the CHIC roster.
- Make this information available to the Board and to the editor of the newsletter.
- Encourage breeders to perform the recommended health screens and submit the information to the database.
- Communicate to the OFA information regarding the health testing of Berger Picards as directed by the Board of the BPCA.

## **Insurance**

### **Responsibility:**

- The Insurance Committee is established to select and purchase liability insurance for club events, Directors and officers and bond the Treasurer.

### **Procedures:**

- Its membership consists of the Finance Committee

### **Duties:**

- Review insurance company prices yearly to secure the best coverage at the most affordable price.

## **Internet Committee**

- The Board has final approval for all material posted on the website.
- Maintain website and report periodically to the Board on its activity.
- The Internet Committee covers the website, Facebook page, chat lists, etc.

**(02/11/18)**

### ***BPCA Breeder Directory***

The following directory of Berger Picard breeders is provided by the Berger Picard Club of America strictly as a public service. Listed breeders have signed the [BPCA Standard of Behavior for Breeders \(put in a hyperlink for this\)](#) and have authorized the publication of their names and contact information on this website and are solely responsible for the content and accuracy of their listings.

Please be advised that the BPCA does not inspect or monitor the facilities, breeding practices or sale, refund or return policies of its member-breeders, and therefore provides no guarantee, warranty or endorsement, express or implied, with respect to any listed breeder, or animals produced or sold by them.

**(02/11/2018)**

### **Guidelines for Listing Picard Breeders on Club Website**

Referred breeders must be a BPCA member in good standing, have signed the standard of ethical conduct for breeders, and meet all the following requirements before their kennel, litters, and/or stud dogs will be listed.

- All active and retired breeding stock born after 2003 that have ever produced puppies must be listed and have a CHIC number.
- The eye and hip tests done for the CHIC number must be done after the dog/bitch is over 24 months old.
- Active breeding stock must maintain a current CHIC number with updated eye exams.
- For any litter registered with your kennel name, both the sire and the dam must be over 2 years old and have a current CHIC number before they are bred.
- Retired breeding stock is not required to have a current CHIC number but, because of late onset PRA, retired dogs/bitches must have at least one updated eye exam when they are at least 8 years old or older.

- Primary registered owners or breeders who have leased a dog/bitch, are responsible to comply with the health testing and guidelines prior to breeding that dog/bitch.
- A co-owned dog/bitch that does not live with the breeder does not need to be listed.
- Dogs/bitches over the age of 2 who have never produced puppies and are altered or will be altered are not required to be listed or have a CHIC number. Owners are strongly encouraged to have a DNA sample submitted, and hip, and eye tests done.
- Current CHIC numbers for both the sire and bitch will be required before any litters will be listed.
- If imported semen is used for a litter, equivalent health tests are strongly recommended.
- In some cases, where there are extenuating circumstances, the Board of Directors will decide if the breeder can be listed.
- (11/19/20)

## **Policy for Yahoo Groups Page**

For Berger Picard Club of America, Inc. Members

The American Berger Picard information list (officially endorsed by the Board of Directors) is provided for the dissemination of information to the membership of the Berger Picard Club of America, Inc. and is limited to members in good standing. We welcome those wanting to learn, share, offer experiences and advice for the health and welfare of the individual Picard, which ultimately benefits our breed.

**This is a moderated forum**

### **List Guidelines:**

- All messages require moderator approval. Messages containing inappropriate or antagonistic content, cyber bullying or flaming will be deleted.
- It is our intention to provide a safe forum for civil discussion in which BPCA members are invited to participate. Before sending your message, ask yourself, is this message intended to contribute and cultivate positive discussion or is it intended to provoke, alienate and cause discord.

- Respect those receiving the digest and snip your posts, do not forward entire previous messages.
- All messages must be signed.
- No URLs. Take note, if you have signatures lines please remove them.
- No litter announcements or stud dog solicitations.
- Do not forward or cross post messages or portions of messages to any other forum or individual. Any member proven to have done so will immediately forfeit access to this forum and will be removed.

(02/11/18)

### **Policy for Facebook**

The Berger Picard Club of America's Facebook page (endorsed by the Board of Directors) is provided to answer questions concerning Club policy and procedure, Bylaw inquiries, provide information to Club members about upcoming national specialties and supported entries and for members to share our Picards' accomplishments.

The BPCA represents the AKC and is expected to conduct itself accordingly. New members come to this Club page to learn about the Club functions and AKC events and a certain decorum of behavior is expected among its members.

Comments designed to antagonize, intimidate, cyber bully, harass or containing subject matter that does not advance the mission of this Club set forth in its Bylaws are unacceptable and will be removed by an administrator. Our intention is to provide a safe place for civil discussion.

(02/11/18)

**Governance Committee**



The job of the Governance Committee is to assure that the Board of Directors operates under the legal requirements of the state of Virginia, the Bylaws of the American Kennel Club, and the Bylaws of the Berger Picard Club of America. The Governance Committee is responsible for reviewing the BPCA Bylaws and recommending amendments needed to remain current with changes in state laws and AKC policies.

### **Procedures**

- Make and carry out recommendations for changes and clarification to the Bylaws of the BPCA.
- Review and update the Bylaws of the BPCA
- Assure that the procedures outlined in the Bylaws are followed at Board meetings and all other Club sponsored events.
- Assess and recommend changes necessary to keep the Bylaws of the BPCA up to date with changes in state laws and AKC policies.
- Continually review the BPCA's Bylaws and recommend alterations to clarify, simplify and modernize the club's operations.
- Implement Bylaw revisions once approved through the channels outlined.
- Oversee the administration of the BPCA's Bylaws.

**(02/11/18)**

## **Judges' Education Committee**

The purpose of the Judges' Education Committee is to educate current and aspiring judges in the evaluation of Berger Picards in the show ring according to the official AKC breed standard.

The Committee shall consist of at least three members: a Chair and at least two other members chosen by the Chair and approved by the Board. The Committee will develop project ideas for Board approval, and design and produce audio/visual programs, articles and brochures as approved by the Board.

### **Responsibilities of the Chair**

- Oversee the work of the Judges' Education Committee
- Act as the Judges' Education Coordinator to the AKC, the point of contact for judges' education with the AKC and with judges and aspiring judges seeking information.
- Assume leadership in arranging for mentors, seminar speaker and materials, and work with the sponsoring club (when applicable) in making the arrangements for BPCA-sponsored seminars.

- Maintain Committee records
- Provide successor with all records and materials.

### **Qualifications and Protocol**

- The Committee Chair shall be an organized, effective leader with good interpersonal skills and shall have been a BPCA member for at least 10 years and will have had at least 10 years of documented experience in showing and breeding Berger Picards, having bred at least 5 litters of Berger Picards, and produced at least 5 AKC Champions of Record from those litters.
- Each general Committee member (except the person defined in the previous bullet) shall have been a BPCA member for at least 6 years and shall have had at least 6 years of documented experience in showing and breeding Berger Picards, having bred at least 3 litters of Berger Picards and produced at least 2 AKC Champions of Record from those litters or be licensed by the AKC to judge the Berger Picard.
- At least one of the three on this Committee shall have entirely bred/owner-handled a Berger Picard to an AKC conformation championship.

### **Procedures**

- Maintain a list of seminar speakers and tutors, selected by the Committee and approved by the Board, for presenting programs to judges and others around the country.
- Maintain a list of mentors, selected by the Committee and approved by the Board, for providing one-on-one mentoring to judges and aspiring judges.
- Maintain audio/visual programs, articles, brochures and seminar handouts which help illuminate and clarify the judging of Berger Picards in the conformation ring, according to the AKC approved breed standard.

**(02/11/18)**

The Board of Directors of the BPCA endorses the Judges' Education program (presentation, handouts, etc.) currently in use by the BPCA Judges' Education Committee.

**(02/11/18)**

The Judges' Education program cannot be changed without recommendation from the Judges' Education Committee along with Board approval (2/3rds majority).

**(02/11/18)**

### **Legislative Committee**

It is the responsibility of the Legislative Committee to collect, review and disseminate information to the Board and membership about pending legislation at all levels of government which concerns dogs and dog ownership. This includes legislation which positively as well as negatively impacts dogs and dog ownership.

### **Procedures**

- Review pending legislation.

- Draft position statements or correspondence for the Board of Directors to communicate to lawmakers on behalf of the Club.
- Draft position statements for use by the membership to communicate with lawmakers as individuals.
- Propose legislation beneficial to dogs and dog ownership
- Coordinate, review and disseminate information received from related canine legislature organizations.

(02/11/18)

### **Membership Education Committee**

**We have no criteria for member ed. yet.**

### **Picardier**

The editor of the “Picardier” shall have an advisory committee of not less than three members, two of which must be Board members.

(2/11/18)

#### **Purpose**

The *Picardier* is the official newsletter of the Berger Picard Club of America and is published quarterly. Each issue shall educate, inform and support the Berger Picard community.

#### **Advisory Committee**

The Editor of The Picardier shall have an Advisory Committee of not less than three members, two of which must be Board members. The Advisory Committee shall assist the Editor with issue content, publication, distribution and receive an advanced copy of each issue before publication to the membership.

#### **Editor Responsibilities**

The Editor is responsible for the content, design, layout and compilation of The Picardier.

## **Distribution**

Each issue shall be converted to a PDF file and shared with the membership through the club email discussion group. The Editor shall inform the membership when the issue is available, place the file in the Files Section and forward the file to the Corresponding Secretary for distribution to members who are not part of the email discussion group. Each issue shall be forwarded to all approved and provisional AKC judges.

## **Format**

The Picardier is published online only as a PDF document. There is no limit on number of pages. Advertising is not accepted.

## **Masthead and Club Logo**

The masthead shall be placed on the first page of each publication and include the volume, number and issue name. The club logo must be prominently displayed on the front page.

## **Topics**

Articles shall be timeless, educational, historical and informative. Human or dog interest stories will be included at the discretion of the Editor. Results from club sanctioned events will appear in the issue immediately following the event.

## **Copyright Policy**

Original articles may be reprinted with permission of the Editor and the Author of the original material. Material used in articles from outside sources must have copyright permission from the original source. The wording "used by permission" and the source of the citation must be noted.

## **Disclaimer**

The following Disclaimer information shall be included in every issue: The Picardier is the official publication of the Berger Picard Club of America and is emailed to all current members. The opinions expressed in articles contained herein are those of the authors and not necessarily those of the Editor or the Officers and Directors of the Club. The Editor reserves the right to reasonably edit all material submitted for publication. The Editor welcomes comments, suggestions and expressions of opinion from the readers. Original articles may be reprinted with the Editor's permission.

(2/25/21)

## **Policy Committee**

It is the responsibility of the Policy Committee to ensure that the BPCA's policies, procedures, codes and standard of ethical conduct and behavior remain current for the Board of Directors and the general membership.

## **Procedures**

- Make and carry out recommendations for changes and clarification to the Club's policies, procedures, and codes.
  - Review, maintain and update the policies, procedures, codes and standards.
  - Assure that the content of these documents is accurate, current and pertinent for conducting Club business.
  - Communicate any changes to the policies, procedures, codes and standards to the Board for approval.
  - Implement the Club's policies once approved.
  - Oversee administration of the Club's policies, procedures, codes and standards.
- (2/11/18)**

### **BPCA Re-home website page**

*The BPCA re-home committee assists owners who no longer are able to care for their Berger Picard. We are a group of volunteers located in areas throughout the US that provide a local re-homing for your Berger Picard. We also provide an adoption policy that assures your Berger Picard will find a loving, permanent and safe home.*

*The primary mission of the Berger Picard Club of America Re-home Committee is to support the dedicated individuals and organizations, listed in our directory (forthcoming), who rescue Berger Picards in need of a permanent home.*

*All rescue volunteers use rescue documentation, premise and reference check adoptive homes, and spay/neuter if the Picard is of proper age and health appropriate. Many have a list of pre-approved and often Berger Picard-experienced homes waiting to adopt.*

*Additionally, the BPCA has agreed to provide reciprocal cooperation, through our BPCA National Re-home Chair, with the Berger Picard Club of Canada in assessing homes for dogs contemplated being sent to the US.*

*If you are looking for a rescued Berger Picard as a companion, our volunteers can be reached to discuss the possibility of a Picard joining you.*

*Help us protect the breed by keeping rehoming ads off the internet and social media. For assistance, please contact the National Re-home Chair.*

### **BPCA Re-home Contact Committee**

**The BPCA establishes a Re-home Committee chaired by a National Re-home Coordinator (NRC). Responds to inquiries from the public providing breed and rescue information.**

### **Procedures**

- Arrange for reimbursement funds, with proper documentation. Maintain a reimbursement Journal, with monthly totals to be included in the committee board reports.
- Produce a Rescue Directory and keep the website directory up to date (forthcoming).
- Coordinate re-home help for owner/shelter, using local rescue contacts
- The BPCA will consider payment of up to \$500.00 for medical costs, additional funds require Board approval. Reimbursement will then be authorized upon a veterinarian statement of spay/neuter and receipted bill. All requests for rescue reimbursement will be sent to the National Re-home Coordinator (NRC). Reimbursements are to be on a first come, first served basis until monies have been exhausted.
- With proper documentation, the NRC may reimburse gas mileage for rescuing Picards.

### **Protocol**

- After receiving a request and a copy of the animal hospital bill, the NRC will approve the request.
- The NRC will direct the Treasurer to send a check directly to the animal hospital for the full approved amount.

### **Responsibilities**

- The NRC will communicate with the general public and the rescue volunteers, returning their phone calls/emails in a prompt, friendly manner.
- All new rescue volunteers applying to be listed in our Rescue Directory will be asked to supply the NRC with their rescue paperwork-primarily a Rescue Application, Release Form and Adoption Contract. Example forms will be made available through the NRC. The BPCA does not cover rescue volunteers with liability insurance. Removal from the Rescue Directory will be handled by the BPCA Board (in executive session).

(02/11/18)

### ***ARTICLE VI: Discipline***

In accordance with AKC Rules regarding Event Committees, the Show Chair will appoint an Event Hearing Committee of 3-5 Board members present prior to the start of the BPCA annual Specialty. At an event, any member may prefer charges against another member for alleged misconduct prejudicial to the best interest of the Club or the breed to the Show Chair, whereupon the Show Chair shall promptly notify the Event Committee as well as the President of the BPCA. If anyone on the Event Committee was present when the alleged misconduct was committed, he/she must recuse themselves from the Event Committee and will be replaced by the Show Chair as necessary. The Event Committee will hold a hearing as soon as possible to resolve the charges, preferably the same day, but prior to the end of the show.

(02/11/18)

## **Berger Picard Club of America Standard of Ethical Conduct for Breeders**

As a member of the Berger Picard Club of America, I recognize that I am often faced with decisions about courses of action that can impact the health and well being of my own dogs and the preservation of the Berger Picard breed as a whole.

### **As a breeder I will:**

- Continue to broaden my search for knowledge and information about the Berger Picard's reproduction, genetic and breed history and use that knowledge to build and better the next generation produced.
- Truthfully and realistically represent the Berger Picard being bred, sold and /or placed in terms of temperament, quality, health and genetic history.
- Obtain a Canine Health Information Center (CHIC) number by performing all of the recommended health tests listed on the CHIC website before breeding a Berger Picard.
- Use health testing as a guideline to choose complimentary mates that do not exhibit the same heritable defects or genetic diseases.
- Not knowingly repeat a breeding of any pair of individuals who, although free from a hereditary defects themselves, have produced multiple afflicted offspring with hereditary defects that affect the quality of life of their offspring.
- Refrain from breeding Berger Picards until they are twenty-four (24) months old.
- Share all health results, positive and negative, with the public.
- Strive to produce dogs in accordance with the breed standard.

### **Care and Sale of Litter:**

- Refuse to knowingly sell to commercial wholesalers, retail brokers, or research laboratories.
- Place each puppy or dog, to the best of my knowledge, healthy and free of communicable diseases and parasites and they will have had age appropriate vaccinations deemed necessary between my veterinarian and I.
- Supply the new owner with a four (4) generation pedigree, AKC registration certificate, immunization and veterinary records, feeding instructions, further suggested immunizations, health, grooming and training needs as well as information on the Berger Picard Club of America and an associate membership application.
- Place all puppies/adults with a contract (agreement between new owner and breeder) signed by both.
- Use spay/neuter contracts (signed and held by both parties) along with limited registrations when placing non-breeding Berger Picard puppies or adults with known hereditary defects detrimental to the breed with full disclosure of defect.

- Remember that my responsibility as the owner of the sire or the dam does not end with the placement of the puppy. As a breeder I will strive to have contact with the new owner(s) of the Berger Picard puppy throughout the life of the dog.
- Permanently identify all Berger Picard litters that I produce with either a microchip or tattoo.
- Accept the return of a Berger Picard that I breed at any stage in its life.

The long-term interest and well being of the Berger Picard should be the goal and of paramount importance to every Berger Picard breeder. Thereby, as a breeder of Berger Picards, I have read the preceding document and pledge to uphold it and I understand the consequences of not abiding by this standard could possibly cause my membership privileges to be rescinded for a minimum of twelve (12) months. Membership privileges will be reinstated after twelve (12) months if compliance has been met. (10/06/2015)

## **Code of Conduct for the Board of Directors**

### **The Framework**

This Code of Conduct is a guide for members of the BPCA, Inc. Board of Directors (henceforth the "Board") and candidates for office. It is not intended to be exhaustive nor to provide specific guidance covering every conceivable circumstance that a member of the Board may encounter in his or her official capacity as a Board member. It shall be each Board member's responsibility to adhere to these guidelines. This Code of Conduct should be taken as a whole. Selected provisions of the Code should not be used in isolation to justify any action or inaction. Nor should the absence of direct guidance in this Code on a specific issue be seen as excusing a Board member from considering the appropriateness of an action or inaction.

Each member of the Board will abide by this Code of Conduct, the BPCA, Inc. Bylaws, the BPCA, Inc. Code of Ethics, all other rules and regulations of the BPCA, and the Rules and Regulations of the AKC.

The Board will conduct the affairs of the BPCA, Inc. entrusted to it in good faith with honesty, due diligence, and reasonable competence. In particular, no member of the Board will act in any manner that casts doubt on his or her integrity and the integrity of the Board or any of its members.

No Board member shall share, copy, reproduce, transmit, divulge or otherwise disclose, except as required by law, any confidential information related to the affairs of the BPCA, Inc. Each member of the Board will uphold the confidentiality of the Board of Directors with particular reference to any discussions conducted in a closed or executive session.

The Board will exercise proper authority and good judgment in its dealings with the membership, general public, and other individuals and organizations, and will respond to the needs of the membership in a responsible, respectful, and professional manner.



Each member of the Board will use information provided by the BPCA, Inc. for the performance of his or her duties as a member of the Board, and not for personal benefit. Members of the Board will not misuse BPCA property or assets and will at all times keep such property and assets secure and will not allow unauthorized persons to have access to them.

At the end of his or her term of office, a retiring Board member will surrender to his successor all reference materials and other club property entrusted to him or her during his or her term. Such return shall not excuse the retiring member from his or her continuing obligations of confidentiality with respect to information acquired during the course of his or her tenure on the Board.

The Board will serve the needs of the BPCA, Inc. and provide the members with a good example in both attitude and action. Above all, the Board must act in the best interests of the BPCA, Inc. and not for personal gain or enrichment. If conflicts of interest arise, Board members will identify them and remove themselves from any discussion or vote on the matter.

## **The Commitment**

Accordingly, as a member of the Board of Directors of the BPCA, Inc., I will:

- Familiarize myself with the BPCA, Inc. Bylaws and procedures.
- Act always with integrity and to insure the integrity of the Board.
- Listen carefully to my fellow Board members, and carefully consider and respect their opinions.
- Participate actively in Board meetings, discussions, and actions and not discuss elsewhere what I am unwilling to discuss before the Board.
- Maintain regular contact with the committees to which I am assigned.
- Represent all BPCA, Inc. members and attempt to communicate their needs to the Board, bringing to the Board's attention any issues I believe will have a significant effect on our club, our breed, or our members.
- Refer complaints promptly and directly to the person(s) best able to deal with them.
- In the spirit of recognizing the authority of the majority, decisions of the Board should be supported even while respectfully advocating change regarding decisions which I am not in complete agreement.
- Stay well-informed about issues that come before the Board and help determine, monitor, and strengthen the organization's programs.
- Manage the club's resources effectively by responsible fiscal planning and due diligence.
- Promote teamwork among Board members, taking my fair share of the burdens and no more than my fair share of the credit.
- Ensure legal and ethical integrity and maintain accountability, leading by example and acting with integrity at all times.

- Consider myself a "trustee" of the organization and do my best to ensure it is well-maintained for future members.
- Pass on to my successor, all club documents, materials, and other property entrusted to me as a member of the Board.
- Acknowledge conflicts of interest between my personal life and my position on the Board, and abstain from voting or attempting to influence issues in which I am conflicted.

**As a member of the Board of Directors, I will not:**

- Criticize fellow Board members or their opinions.
- Use my position for my personal advantage or that of my friends or relatives.
- Discuss the confidential proceedings of the Board outside of the Board either during or after my term of office expires.
- Decide how I will vote on an issue until I have heard the discussion and have become fully informed on that issue.
- Interfere with the duties or authority of other Board members.
- Speak for or on behalf of the Board or the BPCA, Inc. unless specifically authorized to do so. (3/22/18)

The BPCA Club logo, recognized and adopted by the board of directors at its May 17, 2018 meeting, is to be used only on the club newsletter "Picardier", club website, official club correspondence, National Specialty show trophies and show literature. All other usage, including fund raising, must be approved in writing by the Board of Directors.  
(10/18)

## The BPCA American Élevage

**SUMMARY:** The BPCA American Élevage will be held once every four years or as determined by the BPCA Officers and the Executive Board. This non-competitive event will consist of individual written evaluations and ratings of Berger Picards, followed by group evaluations for “Pre-Selected” and “Selected”. Judges are to be chosen from outside of the US, traditionally France or other European countries. A BPCA American Élevage Book is to be published after each BPCA American Élevage, and will be/is available for purchase.

The BPCA American Élevage is held the week of the National Specialty, before all AKC conformation events. The BPCA American Élevage will not be in conflict with the official AKC conformation events, scheduled seminars, etc. The National Specialty Show chair shall make final determinations regarding scheduling.

The BPCA American Élevage shall be a non-competitive evaluation of the parts of each Berger Picard entered, culminating in one final rating for each Berger Picard entered. The AKC Berger Picard Standard as approved by the AKC will be used as the basis for each evaluation. The overall ratings for the BPCA American Élevage shall be as follows: Select, Pre-Select, Excellent, Very Good, Good, Fair, and Disqualified. Individual qualities may be noted as Excellent, Very Good, Good, Fair, Insufficient, and Disqualifiable. The use of the “insufficient” terminology shall only apply when a specific quality seriously deviates from the AKC Standard. For example – if a dog or bitch is over the desired height as stated in the AKC Berger Picard Standard, the BPCA American Élevage judge may deem this animal’s height “Insufficient” to the ideal heights as stated. However, any single deviation deemed insufficient shall in no way result in an overall rating of insufficient. Virtues and faults of each individual Berger Picard shall be noted and the BPCA American Élevage evaluation shall reflect the qualities accordingly.

**EVALUATORS:** The BPCA will use evaluators from France, or FCI breeder/judges, or FCI judges from any European Country with extensive knowledge of the Berger Picard, any of the aforementioned will be Berger Picard Specialists. Choice of the BPCA American Élevage evaluator(s) should be strictly limited to the BPCA American Élevage Committee, as directed by the BPCA American Élevage Chair subject to the final approval of the Board. When possible, there should be consideration to bring back to America a previous BPCA American Élevage evaluator so that they will be able to determine the positive and negative developments within the breed since their last assessment. Other factors, such as cost, availability, and the need to introduce more judges, will also be weighed when choosing evaluators. It is the responsibility of the BPCA American Élevage Chair to ensure the evaluators are familiar with the AKC Standard of the Berger Picard and provide information as needed. The BPCA American Élevage Chair should also advise the evaluators of cultural differences, such as the expectation by BPCA American Élevage participants to have photos taken with the evaluators following Selection. Evaluators shall be provided a copy of the BPCA American Élevage book once printed.

**EVALUATOR EXPENSES:** The BPCA shall be responsible for all airfare and other travel expenses (pertinent to their BPCA American Élevage obligations) in getting our evaluators to this country. We are not responsible for the airfare of spouses or friends. Any air fares outside those directly related to the BPCA American Élevage (such as personal sightseeing) will not be covered by the BPCA, but any assistance in such arrangements will be provided if requested. It is the responsibility of the BPCA to cover lodgings, meals and reasonable hospitality throughout the running of the BPCA American Élevage up and through the evening of the Selection. Out of courtesy, the BPCA should have the evaluator(s) as invited guests for the days of class and Breed judging at the National Specialty and cover the costs incurred in lodging and meals. They should be invited guests at our annual National Specialty banquet and should also be given a suitable keepsake from the BPCA for their efforts.

**TRANSLATOR(S):** If at all possible, translators, if needed, should not be BPCA members, as this can lead to a perception of bias or influence. Translators may be paid for their services if necessary, and if they are not BPCA members, it is the responsibility of the BPCA to cover lodgings, meals and reasonable hospitality, if requested by translator. If BPCA members must be used as translators, their expenses will not be covered; they are to be treated as any other BPCA volunteer.

**VENUE (LOCATION):** The BPCA American Élevage will generally be held in the same location that will be used for the Specialty following the BPCA American Élevage. This space must have room for a ring for each judge, tables for participants to check in, a measuring area out of the flow of traffic, easels and signs for information, data entry area, photo area, seating for spectators, and room for Berger Picards to move around, and wait. Power must be available and light must be adequate. Audio equipment may be needed. This area may also be the location for the final Selection. All Berger Picards will be assessed on-site only. Only those Berger Picards entered in the BPCA American Élevage will be assessed – solicitation of the judges for private evaluations is highly inappropriate, and should be discouraged in written guidelines before the event.

**BPCA AMERICAN ÉLEVAGE LOGO:** There shall be a BPCA American Élevage logo designed for this event that can coincide with the National specialty Logo for that year, for use in pins, catalogs, t-shirts, fundraising, etc. The BPCA American Élevage Chair will choose the final logo, with their committees input if desired.

**ENTRIES:** The BPCA American Élevage entry, either in paper or electronic form, will require the registered name, color, sex, sire and dam, date of birth, registration number (including country of origin of that registration number), owner's name, address, email, phone number, and the signature of owner(s) agreeing to abide by the rules of the BPCA American Élevage, agreeing to publishing the results in the official BPCA American Élevage publication and agreeing to the fact that the returned and duly signed entry form is the property of the Berger Picard Club of America. Once an owner(s) signs this BPCA American Élevage form, he/she (they) has/have consented to the publishing of the evaluation regardless of the rating assigned. Entries received for the BPCA American Élevage will be randomly allocated between judges in a BPCA American Élevage year where there are two evaluators. Once an entrant has been assigned an evaluator by the BPCA American Élevage Committee, there will be no switching of the allocated evaluator. Exceptions to this rule will be made: If your Berger Picard was assessed by the assigned evaluator in a previous BPCA American Élevage. If you purchased a Berger Picard from the evaluator. If on-site scheduling changes are needed to accommodate an evaluator, or maintain the BPCA American Élevage schedule. No entry fees will be refunded if an owner refuses to show to the assigned evaluator. In a BPCA American Élevage year where there is only one evaluator, all entrants will be assessed by the same individual. Berger Picards should be entered prior to the event's selected closing date, which should ideally be at least three weeks to four weeks prior to the start of the BPCA American Élevage event. However, any Berger Picard may be entered on-site as well, schedule permitting. All pre-entered Berger Picards will pay a standard fee as determined by the BPCA American Élevage Committee and subject to the final approval of the Board. i.e., \$30.00 per male/female, while any on-site entry will pay an additional fee (a late fee so to speak) not to be more than \$10.00 over and above the pre-entered fee. There can be a reduced entry fee for multiple dog entries. Puppy Entries shall begin with a standard reduced fee and can also have a similarly reduced entry fee for multiple puppy entries. The denomination of this fee is to be determined by the BPCA American Élevage Committee subject to the final approval of the Board.

**CLASSES:** Any Berger Picard may enter the BPCA American Élevage. There will be no differentiation based on intact vs. spayed / neutered Berger Picards, imported or domestic, shown in AKC events or not. Any Berger Picard deemed Excellent Pre-Select is automatically eligible for entry in the final Selection. Participation in the final Selection is strictly voluntary and the absence of any Berger Picard in this final portion of the event will not alter that animal's evaluation. It will be so noted in the BPCA American Élevage publication that this animal was absent from final Selection.

There shall be three (3) classes in the BPCA American Élevage event: 1) Regular – ANY dog or bitch over the age of 12 months on the day the BPCA American Élevage begins. Within this class, after examination by the evaluator, a Berger Picard between the ages of 12 - 18 months will fall into an area that is "Evaluators Choice". The evaluator has complete discretion as to whether a Berger Picard of this age will be treated as an adult or a puppy for the purpose of assigning a rating and possibly proceeding to Adult or Puppy Selection. If the evaluator feels a young Berger Picard is not yet mature enough to warrant an adult rating, they may opt to put them in puppy. On the other hand, if the youngster is very developed, they may choose to put them into adult. 2) Puppy – a Berger Picard under 12 months on the day the BPCA American Élevage begins. The entry fee for this class will be less than the Regular class entry. Those puppies rated as "Very

Promising” are eligible for Puppy Selectioning. At his/her discretion, an evaluator rarely may choose to move a

very mature puppy to the adult Selection process by assigning a rating of Excellent Pre-Select. 3) Companion – a class for companion Berger Picards. It will be at the discretion of the owner as to whether a Berger Picard will be entered in the Regular or Companion class. The evaluation process will be the same, and Excellent Pre-select rated Berger Picards will advance to Selection. This designation simply indicates the Berger Picard was not intended as a breeding animal at time of acquisition. No Berger Picard will be required to use the Companion class.

**HEALTH CLEARANCES:** It is recommended that any verifiable health clearance: i.e.: OFA, OVC, Cerf, CSNB, Cardiac results etc. be submitted as part of that individual Berger Picard’s entry form. This information shall be published in the final BPCA American Élevage book. However, lack of submission of any of these health clearances shall not be considered an incomplete entry and should in no way affect the rating of that animal.

**MEASURING OF BERGER PICARDS:** The official measurer and the BPCA American Élevage Chair shall meet with the evaluator(s) and shall detail how the evaluators wish to have their measurements done. The goal is uniformity and consistency in measuring, to the satisfaction of the evaluators. For this reason, the official measurer shall ideally be the same person throughout the event. The evaluator(s) may also remeasure a dog in the ring at their discretion.

**PHOTOS ON-SITE:** There should be access to a competent photographer on site. Good photos enhance the overall look of the final publication as well as insuring that all Berger Picards entered are pictured. Photos will reflect the appearance of the Berger Picard at the time of the BPCA American Élevage.

**NUMBERING SEQUENCE:** 100’s – all Brindle Dogs 200’s – all Brindle Bitches 300’s – all Fauve Charbonne Dogs 400’s – all Fauve Charbonne Bitches 500’s – all True Fawn Dogs 600’s – all True Fawn Bitches.

**SCHEDULING (OFF SITE):** The BPCA American Élevage Chair shall designate a BPCA American Élevage committee member to receive all entries with completed entry form(s), photo(s), and pedigree(s) and payment of the established BPCA American Élevage entry fee. This person will be responsible for issuing individual numbers for each Berger Picard entered, and allocating a time slot for the evaluation on-site. As each entry is processed, a file for each individual Berger Picard will be maintained containing the following: dog (bitch) number, color of entrant, presence or absence of pedigree and presence or absence of entry fee(s). These files will be brought to the BPCA American Élevage site.

**SCHEDULING (ON-SITE):** Berger Picards will be assessed every ten to twenty minutes throughout the day(s) set aside for the BPCA American Élevage, as determined by the size of the entry. Evaluators will be provided with a one hour lunch, as well as at least two 15 minute breaks during the day. It is imperative that a BPCA American Élevage committee member be responsible for maintaining the ring schedule. Last minute entries must be accommodated whenever possible. While judges are often willing to work late doing evaluations, the BPCA American Élevage must end each day at least 30 minutes before any scheduled events such as seminars, puppy match, dinners, etc.

**BPCA AMERICAN ÉLEVAGE FORM:** The BPCA American Élevage form shall be comprised of a three part form – one copy for the owner, one copy for the BPCA American Élevage Chair, and one copy for those responsible for assembling the BPCA American Élevage book. There shall be one BPCA American Élevage form for each individual dog/bitch entered. At no time can a BPCA American Élevage form be changed or altered unless it is done by both the judge and the BPCA American Élevage Chair simultaneously in the presence of each other. Any changes will be initialed by both BPCA American Élevage Chair and the BPCA American Élevage judge responsible for that evaluation. Prior to entering the BPCA American Élevage ring, the only writing to be found on this form will be those measurements as noted by the Chief Measurer along with the dog’s number for the event. A call name may also be noted, if necessary, to identify the correct form for the owner.

**BPCA AMERICAN ÉLEVAGE CATALOGUE:** At the discretion of the Élevage Committee. If possible, there shall be a BPCA American Élevage catalogue available for sale during the course of the BPCA American Élevage. Paid advertising will be accepted for insertion in this catalogue based on a per page rate as determined by the BPCA American Élevage Committee. The catalog will be sectioned by color and sex of each preentered Berger Picard with their armband number, containing sire and dam, date of birth, registration number, dogs registered name and name of the owner and breeder.

This catalogue will not be limited to size (i.e.: number of pages) since paid ads and the sale of these catalogues will more than cover the cost of printing. Blank pages to note on-site entries and pre-selects should be included.

**BPCA AMERICAN ÉLEVAGE PRE-SELECT LISTING:** After all initial evaluations of all Berger Picards have been completed and prior to the final Selection event, the BPCA American Élevage committee shall compile a list of all preselect dogs and bitches categorized by color and sex. This print out will be made available – at no cost- to any individual who has purchased a catalog.

**EXHIBITORS:** During each individual evaluation of any Berger Picard, the only persons permitted in the ring at the time of the evaluation shall be the BPCA American Élevage judge, the scribe, the translator, the owner(s), the breeder and the handler (if any) of that particular dog. This is not to say that all of these parties must be in the ring at that time but merely that they will be the only persons allowed in the ring. The evaluator will be in complete control of his ring, and may choose to further limit those allowed, and how they will participate, or to allow additional persons at his / her discretion.

**BPCA AMERICAN ÉLEVAGE FINALE - SELECTION:** The finale of the BPCA American Élevage event called the Selection will be held on the last day of the BPCA American Élevage. The sequence for Selection will be as follows: 1. all pre-select Brindle Dogs 2. all pre-select Brindle bitches 3. all pre-select Fauve Charbonne dogs 4. all Fauve Charbonne bitches 5. all pre-select True Fawn dogs 6. all pre-select True Fawn bitches in the event that are few True Fawn dogs and bitches, the BPCA American Élevage evaluator(s) may elect to include the True Fawn dogs and bitches with the Fauve Charbonne dogs and bitches. Participation in the final Selection is strictly voluntary and any dog or bitch not present will be indicated as “absent from Selection” in the final BPCA American Élevage publication. Their absence will in no way alter or affect the result of their BPCA American Élevage rating.

Puppy Selection will be scheduled as the evaluators prefer. After the final Selection is completed, group photos of all Select dogs and bitches either all together or according to color will be taken. A group photo of all puppy “Selects” will be taken upon completion of the BPCA American Élevage Puppy Show as well. All group photos of Select Berger Picards by color and of the puppy Group winners will become the property of the Berger Picard Club of America. The BPCA American Élevage Chair shall provide three sets of photos and a list of all Select dogs/bitches by group to the National Specialty Show Chair. Copies of these group photos should be made available to interested parties. The National Specialty Show Chair will be responsible to direct one set to the BPCA archives, the second set to the Picardier and the third to the BPCA website. The BPCA should request copies (digital or print) of these Group photos – one set for the Club archives, one set for the BPCA American Élevage Committee, and one set for the Picardier. Should any Select dog or bitch be absent from the group photo, it shall be so noted for the record.

**BPCA AMERICAN ÉLEVAGE SOUVENIR:** The BPCA American Élevage Committee should give an appropriate BPCA American Élevage keepsake for each Berger Picard entered in the BPCA American Élevage event. Cost of these objects should be a consideration. A BPCA American Élevage logo pin is an appropriate token, balancing cost and value.

**AWARDS:** There shall be no awards given to any Berger Picard going BPCA American Élevage Select – i.e.: ribbon, trophy or anything else that may be deemed an award. However, every exhibitor will be given a suitable Élevage souvenir for every full standard dog/puppy entry in the event as indicated above. A reduced fee for multiple entries will be included with the standard entry of one souvenir.

**EQUIPMENT:** In order to hold the BPCA American Élevage, the following equipment is required. A basic ring setup, including matting for the floors, ring dividers, a table and chairs. The BPCA should own its own measuring device (wicket) which can be used for subsequent BPCA American Élevage events. Consistent measuring relies on use of this device. A tape measure is also needed (one that shows inches and centimeters). Technology changes as the years progress. The BPCA Élevage Committee will provide a list of needed technology in order to fulfill the recommendations of the BPCA American Élevage as described in this document approximately one year prior to the upcoming BPCA American Élevage. This will ensure that the proper technology is available on site each day. Standard stationary supplies, clipboards, folders, stapler, clips, rubber bands, etc Poster boards or other means of publishing results Armbands for each entry.

Armband numbers will be assigned at time of entry, and accompany the paperwork for each dog. Adequate seating for all BPCA American Élevage workers as well as exhibitors and entrants. First aid kit.

**BPCA AMERICAN ÉLEVAGE WORKERS ON-SITE:** At a minimum, BPCA American Élevage staffing should include:

- One scribe / translator per evaluator.
- Data person(s) – this is an especially important position, as all forms must be correctly entered, and the judges/participants must be worked with closely to ensure the data is absolutely accurate.
- Registrar/Check-in (2)
- Measuring/Weighing (2)
- Flow person – to ensure the area and rings run smoothly, and note / fix areas with problems.
- Runner(s) as needed to assist in all areas.
- Exit poll / gift bags / proofing of BPCA American Élevage forms (2)
- Photographer
- Photo coordinator
- Judges coordinator / hospitality person / transport coordinator
- Ring setup / cleanup
- Audio Visual
- Grounds
- Videographer
- Print coordinator

**BPCA AMERICAN ÉLEVAGE WORKERS OFF-SITE:** Many jobs need to be completed before and after the BPCA American Élevage.

**These include:**

- Data entry before and after the BPCA American Élevage
- Ad sales Catalogue layout, printing, ad sale
- Welcome/Thank you bag preparation
- T-shirts, Artwork Pins
- Printing Fundraising Coordinator
- Treasurer
- Publicity / Correspondence / PR Layout
- Prep (BPCA American Élevage Book)

**BPCA AMERICAN ÉLEVAGE PUBLICATION:** A suitable publication of all Berger Picards entered will be published by the BPCA. The printer will be chosen based on price, quality and convenience for the BPCA American Élevage Committee. The sale price shall be in proportion to costs. The BPCA American Élevage book shall be published in as timely fashion as possible. A discount shall be offered for extra books ordered and paid for at the time of the BPCA American Élevage / Specialty. A printing bid will be provided to the BPCA board for approval before printing.



**OPTIONAL ACTIVITIES:** Other activities connected with the BPCA American Élevage may be arranged at the discretion of the BPCA American Élevage Committee, such as:

- Q & A sessions with the evaluators
- Participants dinner(s)

**Elevage policy (**



# The Berger Picard Club of America *Rehome*

Adoption Questionnaire

Berger Picard Club of America

Est 2006

# The Berger Picard Club of America

## Rehome

Adoption Application



### Giving your Berger Picard a second chance

Berger Picards are very special to all of us who work to make sure they have good lives. We commit to do everything we can in order to ensure your dog will find the best forever home that fits your dog's specific needs. You can help us make this process easier by giving us as much information as possible on what your dog likes and dislikes. Please do not hesitate to share any detail that might help your dog adapt to his/her new home. We will do follow ups with the new family to make sure your dog adjusts well to his/her new home, and we will provide guidance to the new owner(s). It is important to list a phone number you can be reached at. In the case of a registered pure bred dog, we would ask that you prepare the registration papers to be signed over to the new owner(s). Thank you for honestly and completely filling out the following questionnaire. You may remit the form to the email address below.

Please note: The Berger Picard Club of America Rehome facilitates the rehoming of Berger Picards only. It is understood that The Berger Picard Club of America Rehome does not buy or sell dogs. This is a service run by volunteers who have extensive experience very specific to the needs of the Berger Picard in order to help place your Berger Picard(s) in a new forever home if you can no longer care for them. Should you wish to sell your dog(s), we suggest you advertise through other channels.

### The Berger Picard Club of America Rehome Privacy Notice

The BPCA is committed to the privacy of all people and animals at all times. By filling out and signing this form, you agree and understand that the information provided by you about your Berger Picard(s) will be used solely for the purpose of finding your Berger Picard(s) a new home and for no other reason. If you have any questions, please do not hesitate to ask.

Thank you.  
Sincerely,  
The Berger Picard Rehome Team  
[bpca.rehome@gmail.com](mailto:bpca.rehome@gmail.com)

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The Berger Picard Club of America Rehome Email: [bpca.rehome@gmail.com](mailto:bpca.rehome@gmail.com)

Page 1 of 6

# The Berger Picard Club of America Rehome Surrender Questionnaire



Please fill out this form honestly and completely in order to help your dog adapt to his/her new home and return to the Berger Picard of America Rehome email at: [bpca.rehome@gmail.com](mailto:bpca.rehome@gmail.com)  
Remember it is important to have a phone number you may be reached at. Thank you.

## Owner(s) Contact Information

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Day Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
Evening Phone Number: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Best time to call? \_\_\_\_\_  
Other family members in the house living with the dog? \_\_\_\_\_  
Co-owner name(s) if applicable: \_\_\_\_\_  
Note: you must provide a written and signed release for each co-owner if applicable

## Berger Picard Information

Registered Name if known: \_\_\_\_\_  
Age: \_\_\_\_\_  
Call Name/Nickname: \_\_\_\_\_  
Birth Date: \_\_\_\_\_  
Sex: \_\_\_\_\_ Spayed/Neutered? \_\_\_\_\_ Weight: \_\_\_\_\_  
How long have you owned your dog? \_\_\_\_\_  
Was your dog bought from a breeder? \_\_\_ Yes \_\_\_ No  
If yes, give name: \_\_\_\_\_  
Have you notified the breeder about the need to find a new home? \_\_\_ Yes \_\_\_ No  
What was the breeder's response? \_\_\_\_\_  
Was your dog bought from a pet store or shelter? \_\_\_ Yes \_\_\_ No  
If yes, give name: \_\_\_\_\_  
Did shelter request that your dog be returned to them? \_\_\_ Yes \_\_\_ No  
Why are you surrendering this dog? \_\_\_\_\_  
\_\_\_\_\_

Has your dog participated in any training classes? \_\_\_\_\_

If yes, which ones: \_\_\_\_\_

What type of training method(s) is your dog familiar with? (clicker, treats, corrections, etc) \_\_\_\_\_

What behaviors or commands, words, tricks, skills does your dog already know? \_\_\_\_\_

How many walks do you take the dog each day? \_\_\_\_\_

How many hours a day is your dog used to being alone? \_\_\_\_\_

Where do you leave the dog when no one is home? \_\_\_\_\_

Is your dog House broken? \_\_\_ Yes \_\_\_ No Paper trained? \_\_\_ Yes \_\_\_ No

Crate trained? \_\_\_ Yes \_\_\_ No Other (Please specify) \_\_\_\_\_

Could you describe a normal day for your dog? \_\_\_\_\_

How does your dog signify that it has to go out? \_\_\_\_\_

How much and what type of exercise does your dog normally enjoy? \_\_\_\_\_

Is there a game, activity or treat your dog especially loves? \_\_\_\_\_

Where does your dog usually sleep? On the floor, a cushion, a sofa, a crate etc...? \_\_\_\_\_

Your dog has lived (please circle all that apply): Indoors House, Garage, Basement, Dog crate/pen, Fenced yard, Kennel run, Other.

### **Berger Picard Personality and Temperament**

Your dog is best described as: High energy, Happy, Timid, Snarky, Tolerant, Rowdy, Active, Laid back, Quiet, Shy, Timid, Well socialized, etc? List all that apply. \_\_\_\_\_

Is your dog reactive to certain stimulus, for example chases squirrels, rips cushions apart, hates cats or fears thunder, etc? \_\_\_ Yes \_\_\_ No

If yes, please describe: \_\_\_\_\_

Does your dog have any behavioural problems, such as separation anxiety, resource guarding, fears, aggression, potty accidents (how frequent) etc? \_\_\_ Yes \_\_\_ No

If yes, please explain: \_\_\_\_\_

What specific action or response helps your dog calm down in stressful situations? \_\_\_\_\_

Your dog has/does - please explain:

Lived(s) with children - ages? \_\_\_\_\_

Likes children - ages? \_\_\_\_\_

Likes strangers? \_\_\_\_\_

Likes/Prefers men or women? \_\_\_\_\_

Likes dogs? \_\_\_\_\_

Likes/lived with other animals? \_\_\_\_\_

Ever Nips (playfully)? \_\_\_\_\_

Has ever Bitten anyone? \_\_\_\_\_

Ok being alone in house? \_\_\_\_\_

Ok in stormy weather? \_\_\_\_\_

Ok being alone in yard? \_\_\_\_\_

Ok being groomed, nail clipping etc? \_\_\_\_\_

Ok being handled, vet examination, etc? \_\_\_\_\_

A body part or area that does not like being touched? \_\_\_\_\_

Are you able to approach this dog while he/she is eating? \_\_\_\_\_

Have you ever tried to remove items from this dog? \_\_\_\_\_

React when someone comes to the door and enters the home? \_\_\_\_\_

Is your dog accustomed and how does he/she react to:

Traveling by car? \_\_\_\_\_

Spending time in a crate? \_\_\_\_\_

Walking on leash? \_\_\_\_\_

Walking off leash? \_\_\_\_\_

Swimming? \_\_\_\_\_

Walking in crowds? \_\_\_\_\_

Urban environment? \_\_\_\_\_ Rural environment? \_\_\_\_\_

How does your dog travel?

Loose on the back seat \_\_\_\_\_ Secured with a safety harness \_\_\_\_\_ In a crate \_\_\_\_\_

What type of collar or other lead is your dog accustomed to? \_\_\_\_\_

What type of home do you think your Berger Picard(s) would do well in (older adult only, kids ages etc..)? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### **Berger Picard Health**

What type and brand of food(s) does your dog usually eat, what daily quantity, divided in how many meals? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Does your dog suffer from allergies/sensitivities, food related or other? \_\_\_ Yes \_\_\_ No

If yes, please explain: \_\_\_\_\_

Are there any foods other than the regular food that your dog especially enjoys? Does he/she have a favourite treat? \_\_\_\_\_

Is your dog allowed to chew bones? \_\_\_ Yes \_\_\_ No

If yes, what kind? \_\_\_\_\_

Does your dog have any health concerns? \_\_\_ Yes \_\_\_ No

If yes, please describe: \_\_\_\_\_

Does your dog require any particular care or medication, such as eye drops, etc? \_\_\_ Yes \_\_\_ No

If yes, please specify \_\_\_\_\_

Did your dog receive their basic vaccination including rabies? \_\_\_ Yes \_\_\_ No

Please list all: \_\_\_\_\_

Are shots up to date? \_\_\_ Yes \_\_\_ No

Does your dog use protection against fleas and ticks? \_\_\_\_\_

Does your dog use protection against heartworm? \_\_\_\_\_

If spayed/neutered at what age? \_\_\_\_\_

If unspayed female, when was last heat cycle? \_\_\_\_\_

Is there any possibility your dog might be pregnant? \_\_\_ Yes \_\_\_ No

Please provide the contact information of the veterinarian(s) who has treated your dog in the past and currently if different. Use comments section below for listing additional veterinarian information if needed.

Veterinary Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Would you allow your dog's medical records to be forwarded to his/her new veterinarian?

\_\_\_ Yes \_\_\_ No

Would you be willing to provide health records to the Berger Picard Rescue? \_\_\_ Yes \_\_\_ No

Do you have any special requirement regarding the placement of your dog? \_\_\_\_\_

Additional comments/notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# The Berger Picard Club of America Rehome Surrender and Release Agreement



Please read, sign and date the following:

By submitting this form, I, \_\_\_\_\_ understand that I am applying to make available to rehome by giving up any and all ownership, other rights and claims to The Berger Picard of America Rehome my Berger Picard named \_\_\_\_\_. I certify I am the owner of this dog, free and clear of all other interests and have full authority to transfer ownership of this dog.

I hereby certify that my Berger Picard as named and described above is not possessed of any dangerous or vicious propensities and I have not willfully concealed information about this dog that may indicate such propensities. The information I have provided about this dog is true and complete. I hereby forever release, discharge and agree to hold harmless and indemnify The Berger Picard of America Rehome, its Board of Directors, foster home providers, volunteers and agents from all claims, demands, actions, causes of action or liability of any kind whatsoever arising as a result of or in connection with the adoption of the above named dog, and/or any harm or injury caused by such dog as a result of our offering such dog for adoption, or whatever kind or nature. I further understand and acknowledge that: (1) Despite my offering this dog for adoption, no such adoption may prove possible for this dog because of either terminal illness causing unmanageable pain or over-aggressiveness toward people or other dogs that cannot be cured; (2) The Berger Picard of America Rehome may have no choice but to put this animal to sleep should either of those conditions exist; and (3) my above release, discharge and agreement to hold harmless and indemnify The Berger Picard Club of America Rehome, its Foster Home Providers, Volunteers, and agents will also extend to, and cover, those events that may occur after I have delivered this animal to The Berger Picard Club of America Rehome for adoption through and until such time as this dog is put to sleep if adoption proves not to be possible for either of the above reasons. As part of this agreement, the Berger Picard Club of America Rehome is authorized to obtain copies of all existing veterinary records for this dog.

## **Former Owner**

## **BPCAR Volunteer**

Signature \_\_\_\_\_ Date: \_\_\_\_\_ Signature \_\_\_\_\_

Printed Name: \_\_\_\_\_ Printed Name: \_\_\_\_\_

**Thank you for answering all questions completely and honestly. Please remit this form to [bpca.rehome@gmail.com](mailto:bpca.rehome@gmail.com). We will be in contact with you shortly.**



# The Berger Picard Club of America

The Berger Picard Rehome Relay

*Rehome*



## The Berger Picard Rehome Relay (BPRR)

### What is the BPRR?

The Berger Picard Rehome Relay (BPRR) is a network of Berger Picard Rehome volunteers who agree to transport Berger Picard rehomes to their new homes. BPRR is operated by the Berger Picard Rehome Group.

### How Does the BPRR Work?

BPRR transports dogs from Point A to Point B. For example, if the Picard rehome is in Texas and the adopter is in California, volunteers have a system for transporting the dog to its new home. Moving the dog is planned through the Berger Picard Rehome email list of volunteers who have indicated they will help transport. Multiple Berger Picard Rehome team members may be involved. The transport is carefully planned by the dog's coordinator. With the help of volunteers and the new owner the dog gets to its new home.

### What Do BPRR Team Members Do?

BPRR team members transport the dog relay-style. The transfer is accomplished by establishing a series of meeting points along the route from the place the dog is to the place the dog is going to. The dog is then handed off from one Berger Picard Rehome volunteer team member to the next. If the entire trip cannot be made in one day the dog is provided with temporary housing by one of the Berger Picard Rehome team members until the journey resumes.

### Transporting by Air

Another possible method of transporting rehomed Berger Picards is by air, either as cargo or with a human companion. For those who travel frequently on business and are willing to take a rehome along with them, the cost is minimal depending on what the airline charges for animal transport.

### Service Requirements

There is no mandatory service required for any BPRR volunteer. A volunteer is not expected to participate in every transport that comes through his/her area, or every transport about which he/she is contacted. Each Relay Team Member makes a personal decision about whether or not to become involved in a particular transfer and to what extent. A Relay Team Member that opts out of one transfer may volunteer for future transports through his/her area.

### Volunteering with BPRR

To find out more about becoming a volunteer for BPRR, you may contact the Berger Picard Rehome at [bpcarehome@gmail.com](mailto:bpcarehome@gmail.com). You will receive a response along with a BPCA Rehome Volunteer Form asking you for all pertinent information needed for entering you into the Berger Picard Rehome database of volunteers.

# The Berger Picard Club of America

## Foster Volunteer Application

*Rehome*



Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Day Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
Evening Phone Number: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Best time to call? \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Occupation: \_\_\_\_\_

Please list names and occupations of all other adults in the household:

\_\_\_\_\_  
\_\_\_\_\_

Do you have children? If so, please list name and age of each

\_\_\_\_\_  
\_\_\_\_\_

Do you have other pets? If so, state breed, sex and age of each:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are your pets spayed/neutered? If not, why?

\_\_\_\_\_  
\_\_\_\_\_

Why do you want to foster a Berger Picard?

\_\_\_\_\_  
\_\_\_\_\_

Can you love care for and help improve a Berger Picard's life and then let them go when we find their new home? Please think carefully about this.

\_\_\_\_\_

The Berger Picard Club of America  
Foster Agreement

*Rehome*



Date: \_\_\_\_\_

I, \_\_\_\_\_

Fully understand that I may not adopt the first dog I foster. I understand that if I do wish to adopt any foster after the first Berger Picard that I foster that I will fill out the BPCA Rehome Application and speak to the BPCA Rehome Coordinator.

Printed Name: \_\_\_\_\_

Signed Name: \_\_\_\_\_

BPCA Volunteer

Printed Name: \_\_\_\_\_

Signed Name: \_\_\_\_\_

Please remit this form to [bpca.rehome@gmail.com](mailto:bpca.rehome@gmail.com). We will be in contact with you shortly.

# The Berger Picard Club of America

## Foster Assessment

*Rehome*



Pet Name: \_\_\_\_\_  
Gender: \_\_\_\_\_ Color: \_\_\_\_\_  
Age/Birthdate: \_\_\_\_\_ Weight: \_\_\_\_\_  
Foster's Name: \_\_\_\_\_  
Foster's Email: \_\_\_\_\_ Foster's Phone: \_\_\_\_\_

1. Any health/medical issues that need disclosing?  
\_\_\_\_\_
2. Has all necessary vetting been done (labs, microchip, spay/neuter, etc.) ie medically ready to go?  
\_\_\_\_\_
3. General personality....alpha, medium or submissive?  
\_\_\_\_\_
4. Energy level...couch potato, laid back, medium, high or turbo?  
\_\_\_\_\_
5. Housebroken?  
\_\_\_\_\_
6. Is good with kids?  
\_\_\_\_\_
7. Behavior around cats, if known?  
\_\_\_\_\_
8. Is good with other dogs?  
\_\_\_\_\_

# The Berger Picard Club of America

The Berger Picard Rehome Volunteer Form

*Rehome*



## VOLUNTEER INFORMATION

**First Name:** \_\_\_\_\_

**Last name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Address 2:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Home phone:** \_\_\_\_\_

**Work phone:** \_\_\_\_\_

**Cell phone:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Your age:** \_\_\_\_\_

**Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## HOW YOU CAN HELP

**I want to help** (check all that apply)

**Foster a homeless Berger Picard:**  Yes

**Help transport an adopted Picard:**  Yes

**Check shelters for Berger Picards:**  Yes

**Visit potential adoption applicants:**  Yes

**Other skills you could contribute:**

(For example: training, health and temperament evaluation, etc.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Date:** \_\_\_\_\_

The Berger Picard of America Rescue Program Email: [bpca.rehome@gmail.com](mailto:bpca.rehome@gmail.com)

