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## American Cat Fanciers Association, Inc.

P.O. Box 1949  
Nixa, MO 65714-1949  
Ph: 417/725-1530 ~ Fax: 417/725-1533  
Email: [acfa@aol.com](mailto:acfa@aol.com) ~ [www.acfacat.com](http://www.acfacat.com)

February 2022

### **TO ALL ACFA CLUBS:**

It is charter renewal time again! All club charters expire March 31st of each year. Enclosed are the forms to renew your charter, license your show, and order insurance coverage. There is a nonrefundable \$10 late charge for charter fees paid after the March 31<sup>st</sup> deadline.

When sending in payment for charters, show licenses and insurances, please complete the applicable form and send it in as well. Please make sure that your Club Contact person is reliable and able to complete the tasks necessary for smooth communications between CO and your club members.

Also included in this packet are various forms for your Ring Stewards, Master Clerk and Judges. If you have any questions about any of these forms, please contact Central Office.

### **INSURANCE**

Club and show insurance will expire on April 30th to coincide with the end of the show season. Please remember that, in order to have your show ACFA licensed and sanctioned, you must either order insurance from Central Office or show proof of insurance from your own carrier. There is an additional \$25 fee to order an "Additional Insured Rider" for your show hall. Insurance premiums are listed on the insurance application. There is a \$10 non-refundable late fee for insurance premiums paid after April 30th.

CLUB INSURANCE coverage will be from May 1, 2022 thru April 30, 2023. It will cover your club meetings; travel to and from meetings, and for any member who is acting on behalf of the club, transacting club business.

SHOW INSURANCE coverage will be from May 1, 2022 thru April 30, 2023. It will cover all shows held during the show season. ***YOU MUST PURCHASE CLUB INSURANCE IF YOU WANT TO PURCHASE SHOW INSURANCE.***

If you wish to have an ***Additional Insured*** rider for your Show Hall, please complete the bottom section of the insurance application with the pertinent information. Please provide a written copy of the signed contract with the show hall to insure the proper coverage. The insurance rider will be sent directly to your Show Hall representative.

### **Show LICENSE Fee**

Show licenses are to be applied for and fees remitted to Central Office no later than 30 days prior to your planned show. The show license fee is \$25 per ring. If you have paid the \$50 reserve fee, this amount is subtracted from the total amount due. See the 'Show Date Guidelines' in this packet for more information regarding the \$50 reserve fee.

### **LISTING/SURCHARGE FEES**

Central Office will bill the club for the listing and surcharge fees after the show. The 2022-2023 surcharge fees at \$3.00 per catalog entry. Fifty cents of this surcharge is remitted to the Regional Director (where the show is held) for their Regional Fund. Fifty cents of this surcharge is remitted to the Annual Awards Fund. Fifty cents of this surcharge is remitted to the Yearbook fund. The remaining \$1.50 balance remains with ACFA Central Office to pay bills. The 2022-2023 listing fees are \$5 per day for each whole cat or alter that does not have a registration number in the catalog. Kittens and Household Pets are exempt from listing fees. After the show, Central office will bill the club \$2.50 for each listed entry, the club retains the remaining \$2.50.

### **SHOW FLYERS AND UNMARKED CATALOGS**

PLEASE – be sure and include Central Office when distributing your show flyer. Also, when sending in the marked catalog, overnight title transfers and correction slips, be sure to include an unmarked catalog. At the Annual Banquet we have an awards contest for First, Second and Third best show flyers and show catalogs. Unmarked catalogs and show flyers are judged and awarded certificates on content, form, artwork and theme. Be sure and review Show Rule Articles XIV and XIX for the basic requirements of show flyers and catalogs.

### **JUDGES REPORTS**

Show Rule Article VII Sec 13 states that within 30 days after the close of your show, the Judges' Evaluation Reports are to be filed with the Judges' Executive Council Chair. These reports are crucial for the JEC to perform its overseeing duties. Please be sure and abide by this extremely important Show Rule.

### **ANNUAL FUND DONATION**

The Board set up procedures for coordinating and financing the Annual Board Meetings and Banquet several years ago. As many clubs are finding it more and more difficult to procure sponsorships, we are now offering the opportunity for each club to help out the host club of the Annual with donations. If you would like to donate to this worthy cause, you can just add the amount you would like to donate to your Charter Renewal fee and it will be sent to the Annual Fund. ANY AMOUNT WILL BE APPRECIATED. THANK YOU!!

### **MILEAGE RATES**

Per Board Directive, Judges that use their own automobile for transportation to your show will be paid .45 cents per mile from now until further notice.

As always, please do not hesitate to contact me if you have any questions.

*Cindy Sheen*

ACFA Executive Director



AMERICAN CAT FANCIERS ASSOCIATION, INC.

2022-2023 ANNUAL CLUB REPORT AND CHARTER RENEWAL  
(EFFECTIVE APRIL 1, 2022 - MARCH 31, 2023)

*Forward one copy to ACFA and one copy to your Regional Director*

***Club Charters Expire on March 31st***

Club Name \_\_\_\_\_ Charter # \_\_\_\_\_

\*President \_\_\_\_\_ ACFA Member # \_\_\_\_\_

\*Vice Pres \_\_\_\_\_ ACFA Member # \_\_\_\_\_

\*Secretary \_\_\_\_\_ ACFA Member # \_\_\_\_\_

\*Treasurer \_\_\_\_\_ ACFA Member # \_\_\_\_\_

\*Councilor \_\_\_\_\_ ACFA Member # \_\_\_\_\_

*\* Note - Must be ACFA Members in Good Standing.*

**Shows Planned for the Club Year:**

Date Requested \_\_\_\_\_ Type Show Planned: Championship \_\_\_\_\_ Household Pet \_\_\_\_\_

Number of Rings Planned: Allbreed \_\_\_\_\_ Specialty \_\_\_\_\_ Separate HHP Rings \_\_\_\_\_

Sat Judges \_\_\_\_\_

Sun Judges \_\_\_\_\_

Entry Clerk [name/address/telephone] \_\_\_\_\_

**Club Contacts:**

ACFA Contact [name/address/telephone] \_\_\_\_\_

Local Contact for Prospective Members [name/address/telephone] \_\_\_\_\_

**Club Report:** (If a second show is planned, indicate the proposed date, place, etc)

What Special Activities are Planned? \_\_\_\_\_

## Club Membership Roster

Name

ACFA Membership #

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**HOLD HARMLESS:** It is agreed, the undersigned President of \_\_\_\_\_  
in further consideration by the American Cat Fanciers Association sanction of a Club Charter, does hereby expressly stipulate  
and agree to indemnify and hold harmless the said American Cat Fanciers Association against any loss, including cost and fees  
on account of any action brought against them as a result of their issuance of this Charter.

Club President \_\_\_\_\_ Date \_\_\_\_\_

**Charter Renewal Fee \$30.00**

(AFTER March 31, 2022-- \$40.00)

Amount Paid \$ \_\_\_\_\_

**DONATION TO ANNUAL FUND**

\$ \_\_\_\_\_

**THANK YOU!!**

**TOTAL** \$ \_\_\_\_\_

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## 2022 - 2023 SHOW LICENSE APPLICATION

(Effective May 1, 2022 - April 30, 2023)

Club: \_\_\_\_\_

To: Executive Director, ACFA

Our club hereby makes application for a license to hold the specified show, as indicated below, under the Rules and Regulations of the American Cat Fanciers Association, Inc, and agrees to abide by, and to be bound by such Rules and Regulations.

It is further agreed, the undersigned President of the above named cat club, in further consideration by the American Cat Fanciers Association, Inc. sanction of the show, does hereby expressly stipulate and agree to indemnify and hold harmless the said American Cat Fanciers Association, Inc. against any loss, including cost and fees on account of any action brought against them, as a result of their sanction of this Show.

Club President \_\_\_\_\_ Date \_\_\_\_\_

### SHOW INFORMATION

Show Date: \_\_\_\_\_ Number of AB Rings \_\_\_\_\_ Number of SP Rings \_\_\_\_\_

Show Hall \_\_\_\_\_

Street/City/St/Zip: \_\_\_\_\_

Entry Clerk: \_\_\_\_\_

Street/City/St/Zip: \_\_\_\_\_

Phone/Fax/Email \_\_\_\_\_

**NOTE:** Show Supplies will be shipped to the Entry Clerk listed above at least 30 days prior to the advertised show date unless ACFA is instructed otherwise. A copy of the Show Rules and other information and forms for publication in the Show Catalog will be included.

### JUDGES CONTRACTED TO OFFICIATE

Sat – Allbreed \_\_\_\_\_

Sat – Specialty \_\_\_\_\_

Sun – Allbreed \_\_\_\_\_

Sun – Specialty \_\_\_\_\_

*Show License Fees - \$25.00 per ring. ALL SHOW LICENSES MUST BE PAID IN FULL BEFORE LICENSE WILL BE ISSUED. In addition, the Club must either purchase ACFA insurance or provide proof of insurance from their own carrier. Listing and Surcharge Fees will be billed to the club after Master Catalog has been received and verified. This application must be received by ACFA at least 30 days prior to the advertised show date. If the \$50 reservation fee has already been paid, please subtract from the total due.*

Deposit Paid \_\_\_\_\_

Balance Paid \_\_\_\_\_

Rev.08/2016



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### 2022 - 2023 CLUB/SHOW LIABILITY INSURANCE APPLICATION

Club Liability Insurance – ACFA offers Liability Insurance for our Chartered Clubs. It provides your club with protection in the amount of \$1,000,000 for all club activities sanctioned by ACFA. Show Liability is purchased separately. The plan provides Commercial General Liability coverage, which includes Premises Medical Payments and other Liability coverage benefits. See fee schedule below.

Show Liability Insurance – Must have Club Liability to apply for Show Liability. It is a rider on the Club Insurance and gives you \$1,000,000 coverage as outlined above for your show. See fee schedule below.

### Club/Show Liability Coverage Information

PLEASE TYPE OR PRINT:

*[This information will be supplied to our agent.]*

Club Name \_\_\_\_\_ Club Contact Person \_\_\_\_\_

Street/City/St/Zip of Contact \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

If applying for Show Liability, please also complete the following: Date(s) of Show \_\_\_\_\_

Show Hall Name \_\_\_\_\_

Street/City/St/Zip of Show Hall \_\_\_\_\_

Name of Owner of Show Hall \_\_\_\_\_

#### ***If applying for Additional Insured (ADDITIONAL \$25 FEE):***

Name of Person to Receive Proof of Insurance \_\_\_\_\_

Street/City/St/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

**\*\*\*NOTE:** If you rent a City, County or State Building, generally a separate certificate of insurance is required showing the entity as additional insured. You will need to apply for this insurance rider for EACH show held within the policy period.

#### Insurance Fees BEFORE April 30, 2022

Club Liability Coverage	\$ 90.00	\$ _____
Show Liability Coverage	\$ 120.00	\$ _____
Additional Insured	\$ 25.00	\$ _____

#### Insurance Fees AFTER April 30, 2022

Club Liability Coverage	\$ 100.00	\$ _____
Show Liability Coverage	\$ 130.00	\$ _____
Additional Insured	\$ 25.00	\$ _____

TOTAL PAID \$ \_\_\_\_\_