

Go Dogs Inc. Club Rules

FAILURE TO COMPLY WITH THESE RULES MAY RESULT IN THE REVOCATION OF THE USE OF YOUR TRAINER'S PASS PRIVILEGE FOR A PERIOD TO BE DETERMINED BY THE BOARD ON A CASE-BY-CASE BASIS OR YOUR MEMBERSHIP WITHOUT REFUND OF FEES. YOU MUST RE-APPLY TO THE BOARD AFTER A SUSPENSION. IF YOUR TRAINERS PASSKEY OR MEMBERSHIP IS REVOKED FOR ANY REASON, YOU WILL NOT BE ALLOWED TO RE-APPLY AT A LATER DATE.

1. **MEMBERSHIP DUES** are due and payable on January 1st of each calendar year and delinquent if not paid by January 31st and subject to a late fee. Once paid, dues are not refundable.
2. **PASSKEYS** are available to members at fees set by the Board and shall be revoked by the Board if Club Guidelines are not respected. Keyholders must be over 18 years of age. An adult member with a trainer's passkey must accompany the minor whenever the minor is using the club facilities.
 - a. Passkey fees are payable quarterly -- due on the 1st and delinquent on the 10th of January, April, July, and October. A late charge of \$20 will be added to those late payments. Keys will be revoked and must be turned into the Trainers Passkey Chairman if all fees (regular and late) are not paid by the end of that month. Any member who has passkey privileges revoked for failing to pay the quarterly fees within 30 days of the due date shall not receive another passkey for 6 months from the date of privilege revocation. Delinquent fees must be given directly to the Trainers Passkey Chairman, as opposed to mailing. A 10% Discount is available for prepayment of the entire year's trainer's Passkey fees. Any cash passkey fees are to be *hand delivered* to the Passkey Chairman. **DO NOT PUT CASH IN THE PAYMENT BOX IN THE BUILDING!**
 - b. Passkeys are not to be copied or lent to anyone other than the TPK holder.
 - c. Lost keys must be reported promptly and a \$5 fee will be charged for a new key.
 - d. Anyone coming in to train at the building during TPK time must note in the sign-in book on the front counter their name, the date and the start and finish time of their training session. If any passkey holders who regularly do not sign into the book but are known to be training in the building, the Board has the discretion to suspend or revoke that person's trainers passkey for a time period to be determined by the Board.
3. **PARKING** is available in our own lot, in the Frame Store lot after business hours, and on the surrounding streets. Do not park in the handicapped parking space (next to the fence) unless you have a sticker. Please park to allow maximum space for others and observe no parking signs (no parking on the East Side of 83rd Street).
4. **TRAINING FACILITY HOURS** are 6:30 AM to 10:30 PM seven days per week. Other than during scheduled class time, only trainer's passkey holders are permitted to train in the building and/or the outside field.
 - a. Exception: Class instructors/assistants are permitted to work their dogs 30 minutes

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prior to or after the scheduled time for the class they are teaching.

5. **GUESTS** may use the training facility for a fee of \$10.00 per day. Both the non-member guest and trainers passkey holder will sign in the book and the money shall be dropped in the lockbox (which is located in the closet in the Men's restroom) with an explanation as to what it is. A trainer's passkey holder must accompany the Non-Member Guest. Passkey holders are responsible for any guests they bring to the club.
6. The **LAST PERSON TO LEAVE** the training facility at any time of day is responsible for turning out the lights, turning the air conditioner up off or the heat down, making sure the equipment is in order and put away, and closing and locking the doors and the gate.
7. **TRAINING TIME LIMIT:** There will be a one ring / 30 minute time limit if there are people waiting to work their dog(s). The first trainer may wait for additional training time after the new trainers have used their 30 minutes. The ring time will then be alternated between the trainers. For training time limit purposes, the building consists of two rings, each ring consisting of one-half of the building. If two or more trainers wish to combine their time and use the entire building for one 30-minute training session, their time for those rings runs concurrently, not consecutively from member to member. If two or more trainers are using the entire building for training and someone is waiting, that group of trainers must give up at least half of the building to the waiting trainer after their 30-minute training session has expired. If no one is waiting or no classes are scheduled after a passkey holder has been training for 30 minutes, they may continue to train for as long as they wish, provided no one comes in during that time and wishes to train. The previous trainer's 30 minutes does not restart every half hour they are there; if they have been training for 45 minutes and someone else wants to use the building, the previous trainer must relinquish at least half of the building to the next trainer. See above for guidelines regarding the building's sign-in sheet.
8. In general, the training facility is not to be used for the profit of anyone but the Club itself. Rental, Seminars, workshops and similar uses must be pre-scheduled and approved by the Board, with participation open to the membership first where appropriate.
9. **SPECIAL EQUIPMENT:** Members must have a trainer's passkey to use agility, flyball, or obedience equipment at any time other than during class time. No one may use any of the various specialized pieces of equipment without having completed proper training in the handling and use of that equipment. All equipment must be treated with care. If a member is found to be abusing or damaging any equipment due to carelessness, the Board has the discretion to suspend or revoke that person's trainer's passkey for a time period to be determined by the Board. No refund of any trainers passkey fees will be refunded if a member's passkey is suspended or revoked for any period of time
10. **REPLACE WHAT YOU USE.** Any time equipment, ring gates, or chairs are moved, they must be returned to the proper position. If a trainer's passkey holder is found to habitually be leaving equipment out after their training session, the Board has the discretion to suspend or revoke that person's trainer's passkey for a time period to be determined by the Board. No refund of any trainer's passkey fees will be refunded if a member's passkey is suspended or revoked for any period of time.
11. **BROKEN EQUIPMENT, NEEDED SUPPLIES,** or other problems should be reported to the

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Building Manager or to a Board member. If some supply such as paper towels is needed, please make a notation on the sheet attached to the inside of the main east door. If something requires immediate assistance or would pose a danger to people and/or dogs, notify the Building Manager or a Board member immediately.

12. **CLUB CRATES** must be cleaned after each use. Instructors may leave their personal crates at the Club; however, they must be labeled and locked at all times.
13. **ABUSIVE TREATMENT OF DOGS IS NOT PERMITTED.** Anyone witnessing such treatment should immediately report it to a member of the Board. Electronic shock collars of any kind will not be allowed on dogs on Go Dogs' premises. Bark or citronella collars are also not allowed on Go Dogs' premises.
14. An **INCIDENT REPORT** must be filled out regarding any inappropriate behavior by people and/or dogs or injury to trainers, visitors or dogs while at the training building. The report must promptly be given to the President who will then give it to the head of the Aggression Committee.
15. **DOG HEALTH:** Dogs brought to the training building must be current on rabies vaccinations. Dogs may not be brought to the building when they are ill or have fleas or ticks.
16. **No FOOD OR BEVERAGES** are to be left in the building. Any unclaimed dog treats left on the counter or other areas will be promptly thrown away.
17. **DOG WATER** is to be kept off the mats and should only be given to dogs on the bathroom floor. Spills should be wiped up and water emptied dumped before you leave. **DOGS ARE NOT ALLOWED TO DRINK OUT OF THE TOILETS.**
18. Club members, visitors and dogs need to be quiet so as **NOT TO DISTURB ONGOING CLASSES** in session. If someone or their dog is disrupting class, they will be asked to leave.
19. **Please leave RESTROOMS clean.** Other than toilet paper, no paper products should be put in the toilets.
20. **RESPECT OUR NEIGHBORS.** Do not exercise your dog on private property. Come and go quietly.
21. **Dogs CANNOT be left in vehicles** while you are in the building if they will bark.
22. **INDOOR ACCIDENTS** should be cleaned up as follows: Remove as much as possible with paper towels; spray with cleaner and wipe dry. Larger areas may be sprayed and mopped. Any soiled paper towels should be put in the trash can in the alcove. Any feces should be taken to the outside trash can in the designated potty area. Please remind and assist visitors and students who may not know where our cleaning supplies are kept and where the trash cans are located.
23. **OUTDOOR POTTY AREA** is designated on the north side of the building. There are pick-up bags located on the side of the building for picking up any feces. **REMEMBER TO**

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ALWAYS PICK UP AFTER YOUR DOG. Also do not leave other trash such as candy wrappers, cigarette butts or other items in this area. **NO ONE IS ALLOWED TO USE EDNA'S BACKYARD, SIDE YARD (BETWEEN THE BUILDING AND EDNA'S HOUSE) OR THE FENCED YARD ON THE EAST SIDE OF THE BUILDING AS A POTTY AREA AT ANY TIME.**

24. **PHONE** is available for incoming messages regarding classes and emergencies **ONLY**.
25. **NO SMOKING AT ANY TIME IN THE TRAINING FACILITY.** The entire building is a no-smoking area. Smokers may smoke outside the training building only. Violation of the no-smoking policy may result in revocation of a member's trainer's passkey privileges by the Board.
26. **FIREDOOR/HANDICAPPED ENTRANCE.** The North door closest to the potty area is for handicap or fire exit use only. Please make sure this door is locked if you are the last one to leave.
27. **ALCOHOL** use on the grounds and in the building shall be limited to social functions and workdays.
28. If **CHILDREN** are brought to the training facility, they must be closely supervised and kept quiet, whether indoors or outdoors.