

Merrimac Dog Training Club

A TRAINED DOG IS A BETTER DOG

Guidelines for Submission of a Member Training Application

- 1. Use this form ONLY if you are a member of Merrimac Dog Training Club. Non-Members use the special Non-Members Application form.**
- 2. Please do not use old forms which may not match this one dated 25 September 2020 (at the bottom of this page). Older forms may not have correct Members Class fees, the current mailing address, correct information about electronic application submission, may not support Liability Release signature requirements or may not contain current information.**
- 3. Insure you submit both the 3rd and 4th sheets of this application. The application cannot be processed without the signatures on the 4th sheet.**
- 4. Include a check or money order (payable to MDTC) or submit a PayPal payment when submitting your applications (see information on PayPal option on the last sheet of this application form). There is a \$25 fee for any returned check. Applications will not be processed without payment. Credit cards, Debit cards, On-line payment options other than PayPal, etc. CANNOT BE accepted. DO NOT COMBINE CLASS REGISTRATION FEE WITH ANY OTHER PAYMENT (I.E. Event registration, BAF payment etc.). PLEASE PROVIDE A SEPARATE CHECK FOR EACH APPLICATION to reduce the work by the Registration Staff and Treasurer when one class slot is not available or an application is withdrawn. Due \$5 fee to using PayPal, paying for multiple classes on transaction is acceptable.**
- 5. Please be sure your email address is clear and legible Applications must be RECEIVED by 12 noon on the last day of class registration. Any accepted Late Registration after this time is subject to a \$25 late registration fee. Submit application in one of the following ways. Since we may not be able to pick up applications everyday, it is suggested that applications be sent by email may after registration "Opening Day".**
 - A. Mail sheets 3 and 4 of the application, and payment to the address on the top of the application. Note preprinted forms have these pages printed on both sides of one sheet.**
 - B. Applications may be dropped off in the box INSIDE the MDTC building (beginning when the list of classes is posted on the website). DO NOT LEAVE ANY APPLICATION IN THE BUILDING OUTSIDE MAILBOX. MDTC is not responsible for cash sent through the mail or left in the building drop box.**
 - C. Scan completed application and submit sheets 3 and 4 (preprinted forms may be two sided so check the back of the form for signatures) of it by email to the registration staff at Vestra@verizon.net (DO NOT submit PayPal payments to this address). Applications should be submitted in PDF if possible. Submit PayPal payments in accordance with the instructions of the last sheet of this form.**
 - D Applications are not valid until both the form, Sheets 3 and 4, AND the payment is received. If the requested class fills before an application and payment is received, payment will be refunded.**
- 6. A receipt, with class information, is normally sent to the applicant's provided Email address by the Monday after Opening of Registration OR within 72 hours of receipt of an accepted application, whichever is later This may be delayed the email address is not clear. PLEASE BE SURE TO WATCH YOUR EMAIL AND CHECK YOUR JUNK MAIL IF YOU HAVE NEVER BEFORE RECEIVED AN EMAIL FROM Jim Swimme (vestra@verizon.net) or if you do not receive one in this time frame.**

Merrimac Dog Training Club

PLEASE READ THE FOLLOWING CAREFULLY

1. The information in paragraph 2 describes rules in place for classes at MDTC as of session 2020-6.

If you have any questions about the class feel free to contact us (vestra@verizon.net, (757) 488-7117 or cell (757)469-1420) and we will either get you an answer or refer you to someone who can help you.

2. In an effort to provide a safe environment for our clients and members, Merrimac Dog Training Club has implemented the following Guidelines.
 - a. A signed Covid-19 waiver is required for all persons training at MDTC. See sheet 5 or the back of 2 sided of preprinted forms.
 - b. Instructors will explain access to the building when multiple classes are in session.
 - c. Only persons participating in training in a class are allowed in the building. Children will be allowed in the building **only** if they are active participants in the class, see below.
 - d. NO "observers" are allowed. "Transportation Drivers", family members, not involved in actual training, are not allowed in the building.
 - e. Class start times may be staggered to avoid people gathering at entrances. Please do not arrive early before the assigned class time to help us maintain social distancing.
 - f. All persons must wash their hands, or use sanitizer, prior to class and immediately after class ends. Hand sanitizer stations are available in each class for use during class.
 - g. All persons must wear a properly fitted face mask at all times while on the in the building. For persons with breathing difficulties, a shield may be worn.
 - h. Your instructor will determine crating space for you and your dog as necessary. Spaces will be sufficiently separated to fulfill social distancing guidelines for Virginia. All persons must stay in their assigned space while in class, unless otherwise directed by your instructor. Dogs may only be placed in their own crates. Use of an "available empty crate" is not allowed.
 - i. Students will be asked to clean and store their chairs after use
 - j. Food and snacks (human grade) are not allowed in the building during classes. Please eat outside or in your car if need be. Drinks are allowed but must be secured in a cup with a lid or bottled.
 - k. Merrimac Dog Training Club will continue to update our Club guidelines as needed.

Thank you for allowing Merrimac Dog Training Club to share in your training goals.

Merrimac Dog Training Club
MEMBER Training Class Application

Mail Application to: P. O. Box 9187, Hampton, VA 23670

Or Drop In Drop Box at inside MDTC Building (except for session 4)

Or E-mail Application to: Vestra@verizon.net

PayPal to be submitted to merrimacdogtraining@gmail.com. Sending PayPal payment to any other address will delay your application and may result in a failure to obtain a slot in a class.

Please print except the Certification Signature on sheet 4. Please be sure you complete all blanks.

Full Name of Class: _____ Day _____ Time: _____ Session # _____

ONLY ONE CLASS FOR ONE DOG PER APPLICATION FORM

Handler Name: _____ Email address: _____

Home Phone # _____ Cell Phone # _____

Member name if different than handler name: _____

Dog's Name: _____ Breed: _____ Age: _____

DOB/Age _____ Sex Male ☐ or Female ☐ Spayed/Neutered Yes ☐ or No ☐

Previous Training Classes for this dog: _____

Be sure you review the requirements on sheet 4 of this document and make both signatures there. Sheet 4 must be submitted with sheet 3 when applying for a slot in a class.

Payment for classes may be made via PayPal (subject to a \$5 per transaction administrative fee). See the [Guidelines for Submission of a Member Training Application](#) (available with the [MEMBER Training Application](#) on the MDTC Website

PLEASE PROVIDE A SEPARATE CHECK FOR EACH APPLICATION.

Per the MDTC Standing Rule B.8.a (dated 9-15-15), class fees for 2016 are based on hours worked in 2015 and are as follows.

(be sure to add the \$5 per transaction fee to figures below for applications paid via PayPal, see above):

Less than 30 hours = \$65 per class 30 - 40 hours = \$35 per class 41 - 50 hours = \$30 per class
51 or more hours = \$25 per class

Members 65 years old or older need only earn half of the hours at each level above

Note: Instructors may take one free class for each class instructed to be used within one year.

Instructors: Be sure you complete the below information to claim the free class.

Free class for instructing in Session _____ for class instructed _____

BELOW THIS LINE IS FOR OFFICE USE ONLY

Amount Enclosed*: \$ _____

Cash ☐ Check ☐ Check Number _____ Verified PayPal ☐

Receipt # _____ By: _____

Merrimac Dog Training Club
Application cannot be processed without BOTH of the below signatures

Please print except the Certification Signatures. Please be sure you complete all blanks.

Full Name of Class: _____ Day _____ Time: _____ Session # _____

ONLY ONE CLASS FOR ONE DOG PER APPLICATION FORM

Handler Name: _____
Printed name

SHOT RECORDS

I, _____, verify that my dog _____
(printed name)
is current on all vaccinations. I also verify that my membership and training fee have been paid for the current year.

SIGNATURE: _____ **DATE:** _____

Waiver of Liability and Informed Consent COVID-19 Waiver

Hereafter, Merrimac Dog Training Club of Hampton, Virginia and will be referred to as MDTC and will be referred to as Club.

- I attest that to the best of my knowledge, I do not have COVID-19 at the time of attending this event, and understand the risks of unknowing exposure to this and other illnesses by or to myself, my family, other participants, and third parties. I have not been tested and found positive; am not waiting for test results; and do not have symptoms. I agree that I will not knowingly expose others to any illness I may have or be at risk to have. I will follow all MDTC and Club rules and requirements to reduce any exposure and possibility of contracting or spreading the virus. I will also fully cooperate with and follow any City, County or State/Province guidelines that have jurisdiction in the area in which the event is taking place. If any of the above should change prior to my arrival at the trial site or during the completion of the event that is the subject of this consent, I will inform MDTC and Club and proceed accordingly in light of the new information.
- I agree that I am attending this MDTC and Club event entirely at my own risk and assume all risk and full responsibility for my own health, wellbeing, and safety during this class or event. I fully agree that MDTC and Club, the owners/board members, employees, assistants and volunteers are in no way liable for any present or future COVID-19 exposure incurred at any time by any person, in attendance or not in attendance, during or after this event. I hereby waive and release MDTC, the Site and Club, the owners/board members, employees, assistants and volunteers from any and all liability for damages or personal injury to me, my dogs or my property.
- Further, I hereby indemnify and hold harmless MDTC the Site and Club, the owners/board members, employees, assistants and volunteers from any and all claims by or liability to any third party arising out of my participation in the Site and Club event. Any liability to anyone for any incident involving myself, the location, or those pets or actions of other participants and spectators will be my sole responsibility and I assume all financial liability and will also assume all and any financial costs associated with my actions.

SIGNATURE: _____ **DATE:** _____

PRINTED NAME: _____

Merrimac Dog Training Club
Requirements for Paying with PayPal

If you pay on-line, via PayPal using a major credit card or your PayPal balance, follow instructions given on the "PayPal" link button near the top of the MDTC Home page or Classes page (<https://www.paypal.me/mdtc>).

1) There is a \$5 administrative fee for each payment made. You may pay for multiple class applications on one PayPal transaction **BUT DO NOT** combine with any other fee payment. You must include the \$5 fee in the amount you send via PayPal for the requested class.

2) Submit Payment to: merrimacdogtraining@gmail.com

Include the class(es) name(s) in the "special instruction to seller" space on the PayPal "send" page. Failure to do so may delay the acceptance of your application and endanger you getting into the class.

3) Applications are not valid until both the form AND the payment is received. If the requested class fills before an application and payment is received, payment made by PayPal will be refunded.