**Merrimac Dog Training Club Awards Check List**

All items must be submitted together as email, by mail or at folder inside MDTC lobby. Packets cannot be processed/considered unless they are complete.

* By email: awards@merrimacdogtrainingclub.org
* By mail: PO Box 9187 (ATTN: Awards) Hampton, VA 23670
* At the club: look for the folder in the lobby.
1. Award form (all submissions must include this form).
2. 8x10 landscape-oriented photo cut to size of frame if submitting only for Title Award and not a Triple Crown Award.
3. Be sure to legibly write your dog’s complete AKC registered name as it appears on their AKC certificates from the end of December 2024 on the award form, to include all prefixes and suffixes. Remove previous titles if your dog has achieved a more advanced title (e.g., dog gets cdx in obedience, remove the cd title).
4. Triple Crown Award applicants:
	* All required submission items (above).
	* E-mail 5-6 photos for Triple Crown Award photo collage, as an attachment **not as embedded photos, please.**
	* Be sure the Triple Crown Award box is checked on the award form.
5. Dog of the Year Award applicants:
* Include dog’s AKC award record (purchased from AKC). If you are applying for Dog of the Year in Barn Hunt, include these records.
* **Include an 8x10 portrait-oriented photo.** *Please note this new requirement: Dog of the Year Award packets will not be accepted unless the photo is included.* The only exception to this is if the dog is currently a dog of the year and there is a photo currently on the award wall in the MDTC lobby.
1. Submissions must be received (by email or hardcopy at club) or postmarked February 28, 2025 deadline to be considered.
2. Photos do not have to be from a professional photographer and will be returned to owners after the following awards cycle.
3. **New for 2024 awards—**during awards night, a short paragraph submitted by each dogs’ owner will be read instead of reading each dogs’ titles. This format will make the presentation more fun. Please include a paragraph for each dog on the award form.