



## **DURHAM KENNEL CLUB, INC.**

### **RULES TO BE FOLLOWED DURING INFORMAL USE OF DURHAM KENNEL CLUB BUILDING AND PROPERTY**

**PURPOSE:** This policy defines the rules to be followed by Durham Kennel Club (DKC) members during informal use of the DKC building and property excluding Stella's field.

#### **REFERENCES:**

Durham Kennel Club Membership Policy ([link](#))

Stella's Field Policy ([link](#))

#### **DEFINITIONS:**

Informal access to the DKC building and property excluding Stella's Field, is access that is not in conjunction with an official DKC class, seminar, event, clinic, meeting, social event.

**POLICY:** Only DKC Members and Life Members may be granted access to the building and property during non-activity times. This policy identified the rules which must be followed during these times. To be eligible for access to the DKC building and property (excluding Stella's Field) during non-activity times, Club members during the past Club year must have

- Attended two general membership meetings
- Completed a minimum of eight hours of verifiable service to DKC

Access will be reviewed and granted on an annual basis by the DKC Membership Chair. Associate and Junior members may only use the building and property (excluding Stella's Field) during non-activity times if a member with access opens the building.

Prior to each use of the building and property, members must

- Check the DKC calendar for availability
- Sign in as they enter the building. Sign in sheets are in the lobby

While using the DKC building and property, members must always keep their dogs under control and not disrupt the work of others. Dogs must be on leash or in crates when not working in rings. Dogs are not to be left unattended in a sit or down stay.

Members may not accept cash or cash equivalents for instruction and/or assistance.

The member who opened the building is responsible for closing the building. This responsibility to close and secure the building may be transferred to another member who has building access privi-leges. When leaving the building, all equipment must be removed from the rings.

The procedure for disarming and arming the alarm is contained in the security document posted in the DKC lobby. If the alarm is set off, members must remain in the lobby to answer the phone. If a member fails to set the alarm properly, the member may lose building access