

## **NATIONAL SHOW LIAISON COMMITTEE**

Guidelines for fulfilling the duties of this APRC position are as follows:

- The committee should consist of a chair and no less than three members. There shall be no more than 4 committee members total, and no more than two (2) members may reside in the same district.
- The committee should act as a liaison between the prospective host clubs(s) of the National Show and the APRC BOD. Succinctly, the committee members are accessible and eager to help clubs who are considering hosting a Polish National Show.
- The committee will update the national show bid form annually, and revise show rules in accordance with the APRC as necessary.
  - The bid form should be available at least 6 months prior to the September 1 submission deadline.
- The committee members should answer requests from the members for clarification of any show rules. Show rules are available as an addendum on the APRC website in the C&BL.
- The committee shall review bid submissions and provide a recommendation to the APRC BOD prior to bid selection.
- The committee is to ensure regular communication with the APRC executive committee, webmaster and the newsletter editor to keep members informed of the upcoming show bid deadlines.
  - The committee must provide a quarterly report of activities to be published in the club newsletter, including a reminder of upcoming national show dates and deadlines.
- The committee **does not**:
  - Obtain bids from the potential host clubs. Within one week after the submission deadline, the APRC secretary/treasurer is responsible for collecting all bids, and sharing them with the APRC BOD and the National Show Liaison committee members for review.
  - Decide who wins the bid. That decision is made by the APRC BOD, and the APRC secretary/treasurer is responsible for informing the host club of the winning bid.