



Official Teacup Dogs Agility Association

TDAA Clubs Financial Transaction Form

Return this completed form with appropriate payment to:

Teacup Dogs Agility Association
 Post Office Box 158
 Maroa, IL 61756

Name of Club: _____

Contact Information: Name: _____

E-Mail: _____

Please mark all of the transactions that apply:

Host Club:

Host Club Application (\$20--waived if submitted with first trial application) Check # _____

Host Club Renewal Application (\$20--required if offered less than 2 trials in last calendar year) Check # _____

Trial and Working Seminar Applications:

Dates of Trial _____ (\$50) Check # _____

Date of Seminar _____ (\$25) Check # _____

Trial Money:

Date of Trial _____

Number of Entered Runs (excluding FEO) _____ x @ \$2 each = \$ _____

Other Money Included in Club Check: _____ = \$ _____

TOTAL of Club Check: \$ _____ Check # _____

Paperwork included with personal checks: Dog Registrations # _____

TDAAs Memberships # _____

Working Seminar Money:

Date of Working Seminar _____

Number of Entered Runs _____ x \$2 each = \$ _____

Other Money Included in Club Check: _____ = \$ _____

TOTAL of Club Check: \$ _____ Check # _____

Paperwork included with personal checks: Dog Registrations # _____

TDAAs Memberships # _____

OVER

Please list all personal checks that are included with this mailing:

Check # _____	for	_____
Check # _____	for	_____
Check # _____	for	_____
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Guidelines for Financial Transaction Form

1. This form is to be used by host clubs whenever they send money to the national office to assist in maintaining accurate financial records.
2. Read and calculate carefully to send the correct amount of money to avoid delays in processing.
3. All financial obligations must be completed by the club before results are released for TDAA events.
4. If clubs submit all required data, forms and monies for a trial with a postmark within 5 business days of the event, the treasurer will send a refund check to the club of \$25.
 - a. **Please note** that this is a change in practice.
 - b. Clubs may **no longer** deduct the \$25 credit from the amount remitted.
5. When you include personal checks with dog registration forms or personal membership forms, please list the number of each as a cross check for the treasurer. Please use the form on the back to list these.