

## Guidelines for TDAA Trial Ribbon Order Form

Policy: TDAA host clubs may purchase at cost plus shipping and handling generic qualifying placement ribbons from the TDAA national organization.

Procedure:

- 1) Host club will send TDAA Trial Ribbon order form to TDAA at least 2 ½ weeks prior to the event. Please allow enough time for postal system to get your order here and ribbons back to you prior to event plus a couple of days for treasurer to process.
- 2) Suggestions on determining the number to order: (If accepting day of show entries, you may want to add a few more placement ribbons.)
  - i. Qualifying ribbons—order 50% of actual entered runs
  - ii. First place ribbons—order one for each event for each jump height with entries
  - iii. Second place ribbons—order one for each event for each jump height with more than one entry
  - iv. Third place ribbons—order one for each event for each jump height with more than two entries
- 3) Based on the order form calculations, send a check payable to TDAA for the appropriate amount plus the TDAA Trial Ribbon order form to TDAA, PO Box 158, Maroa, IL 61756.
- 4) Ribbons will be sent upon receipt of order and check.
- 5) The amount of shipping and handling MAY change mid-year with postage charge adjustments by the USPS. The form will be updated with new charges as those occur.
- 6) After the trial, the club may EITHER keep the extra ribbons for the next trial OR return any unused ribbons, which are in “ordered” shape to TDAA. Returns must be postmarked within ten working days of the event.
- 7) If ribbons are returned in "ordered " shape, a refund check for the cost of the ribbons excluding shipping and handling will be sent to the club.

Revised 1/1/10



**Official Teacup Dogs Agility Association**  
**TRIAL RIBBON ORDER FORM**  
 Return this form with appropriate payment to:  
 TDAA  
 P.O. Box 158  
 Maroa, IL 61756

Host Club's Name: \_\_\_\_\_

Event Date:        
                   D D   M M   Y Y Y Y

Contact Person's Name: \_\_\_\_\_

Contact Person's Email Address: \_\_\_\_\_

Address to Mail Ribbons to: Street: \_\_\_\_\_

City: \_\_\_\_\_

State:

Zip:

RIBBON	NUMBER	COST PER RIBBON	TOTAL COST PER ITEM
Qualifying Ribbons		\$0.40	
First Place Ribbons		\$0.40	
Second Place Ribbons		\$0.40	
Third Place Ribbons		\$0.40	
Fourth Place Ribbons		\$0.40	
<b>TOTAL RIBBONS</b>		<b>SUBTOTAL COST</b>	

Shipping and Handling costs are determined by the total number of ribbons you have ordered. If your total order is less than 75 ribbons, S&H is \$4.95; if your total order is 76-200 ribbons, S&H is \$10.70; and if your total order is 201--500 ribbons, S&H is \$14.50.

**SUBTOTAL COST:** \_\_\_\_\_

**SHIPPING & HANDLING:** \_\_\_\_\_

**TOTAL COST:** \_\_\_\_\_