Check off list for AKC Status Approval

For more information on applying for AKC accreditation and Club Bylaw Services, please visit https://www.akc.org/clubs-delegates/clubs/forming-a-club

Please be sure to include the following items with your Club’s presentation:

New Club Profile Form: If you are applying to AKC for the first time. ☐
  ✓ Please check the events the club is seeking to hold

A letter clearly identifying the TYPE of AKC club seeking approval ☐

** For New ALL-BREED Clubs only: A list of four (4) open weekends in your Division. ☐
  This information is required to comply with The AKC Board of Directors policy (Nov 2011)

** For New ALL-BREED & LIMITED BREED (Group) Clubs only:
  List of Show facilities, including address ☐

** For NEW Local SPECIALTY Conformation Clubs:
  Copy of Parent Club correspondence acknowledging new club’s existence ☐
  This information is required to comply with The AKC Board of Directors policy (April 2021)

A current Membership List which must include the following: ☐
  • voting members’ names (alphabetized)
  • complete addresses
  • year joined
  • breeds represented (applies to all-breed, group, or multiple breed clubs)
  • number of years of experience as:
    ✓ Event Committee member (indicating the positions held: i.e. Show Chair, Show Secretary, Trial Chair, etc.) Per “Two Path….” Program Show Manual (pgs. 7-10)
    ✓ exhibitor (must identify event type)
    ✓ breeder
    ✓ dog owner (not an active breeder, exhibitor or judge)
    ✓ AKC judges

A list of current officers – include address, email address and daytime phone number ☐

A copy of the most recent Constitution and Bylaws along with date of the vote and breakdown of the vote (yeas and nays) ☐

Officer or Attorney signed copy of the Affirmation of Bylaw Review Form ☐

In order for requests to be processed in a timely manner it is important that these materials be included in your club’s presentation. Please send the complete presentation to the Club Relations Department at clubrelations@akc.org
Or via USPS to: AKC/Club Relations Department, 101 Park Avenue, 5th FL, NY, NY 10178.