

# American Bouvier Rescue League

RALPH GOLDMAN RESCUE FUND

## Guidelines

Revised August 17, 2012

### **PURPOSE:**

To find homes for misplaced, neglected, an unwanted Bouviers; and to contribute to the educational process encouraging responsible dog ownership.

### **DEFINITIONS:**

#### **Rescue**

1. Removing a dog from danger.
2. Removing a dog from confinement in a facility such as a shelter, a pound, a humane society, etc.

#### **Surrender**

Removing a dog from its existing home because circumstances have changed and the owners can no longer keep the dog.

#### **Placement**

1. Locating homes for dogs no longer in danger.
2. Locating homes for breeders' dogs.

#### **Adopter**

The person accepting responsibility for (adopting) a Rescue or Placement dog.

#### **Foster**

The person who agrees to temporarily foster a Rescue dog.

### **I. ORGANIZATION**

A. This organization shall be called the **American Bouvier Rescue League (ABRL)** and will be funded by the **Ralph Goldman Rescue Fund**.

B. This League shall consist of a Director, four Assistant Directors (Chief, Publicity, Administration, and Finance), a Regional Club Coordinator, and several Regional Directors, and as many ABRL members as wish to participate. The AMERICAN BOUVIER des FLANDRES CLUB Board of Governors shall appoint the Director. The Assistant Director, Administration, shall be the ABdFC Secretary. The Assistant Director, Finance, shall be League Director. The appointments for all other positions shall be made by the Director. The Director, in consultation with appropriate Assistant Directors and Regional Directors, has the sole authority for accepting new members into the League.

C. The Director will serve as League Secretary. The Director will provide the League with guidelines, questionnaires, adoption contracts, release forms, and informational articles on the Bouvier. The Director will prepare a summary of the League's activities to be presented at the Annual Meeting in October. The Director will submit as necessary signed and dated receipts and vouchers for money spent for rescue efforts with a short explanation for accounting purposes and will, in general, act as a center of information. The Director will prepare a quarterly report to the Board of Governors compiled from the monthly reports from the Regional Directors. (See "F" below.) The report will, in addition, contain the following:

1. Number of prospective foster homes.
2. Number of dogs currently fostered.
3. Number of New ABRL members.

D. The Chief Assistant Director will assume the responsibilities of the Director upon request of the Director or when the Director is not available. The Assistant Director, Publicity, is responsible for making the ABdFC membership aware of the activities of the ABRL and making them aware of the need for funds. Articles and information received will be prepared and submitted to the Editor for each edition of all ABdFC publications. Prepared information will be reviewed by the Director prior to publication. The Assistant Director, Administration, is responsible for directing the public to the ABRL Director when appropriate. The Director will receive all financial records from the ABRL and issue

reimbursement checks and/or pay bills from the ABRL imprest account promptly. Upon submission of copies of receipts and vouchers to the ABdFC Treasurer, Director may request funds be deposited into the imprest account as necessary, so long as funds remain in the Ralph Goldman Rescue Fund.

E. The Regional Club Coordinator shall keep in touch with all Regional Clubs, whether or not they are recognized by the AKC, to ensure all areas are covered.

F. Regional Directors will be responsible for their Regions, will report directly to the Director, and will assist the Director in evaluating all adoption applications originating in their region. The Regional Director is responsible for writing thank you notes to the Adopter and Foster involved in each placement of a rescue Bouvier. They will submit a monthly report to the Director by the seventh day of the following month. The report will include the following:

1. Number of adoptions.
2. Number of dogs in Rescue.
3. Number of application packets mailed.
4. Number of applications received.
5. Number of trips to Shelters to ID a Bouvier.
6. Number of dogs euthanized and reason(s) why.
7. Known health problems.
8. Number of miscellaneous breeds referred to other rescue groups.

G. An individual becomes a member of the ABRL after they have filled out a ABRL Membership form and have submitted it to the Directors for approval. A two-year membership card will be issued upon approval. Renewal of membership cards will be at the discretion of the Director. The League will have as many members as are willing to serve and will have representatives from as wide a geographical area as possible. These members will inform their Regional Director of Bouviers in need of adoption, as well as transport, foster and support the Regional Director as needed.

H. The length of all appointments to the American Bouvier Rescue League are to be determined by the Director.

## II. INITIATING INVOLVEMENT

A. As much as possible, each League member will contact all local animal control agencies (pounds, shelters, humane societies) and get to know the personnel of these agencies. These agencies will be provided with the name, address, email address and telephone number of local members as well as that of the Director. They will also be provided with the website address of the ABdFC [www.bouvier.org](http://www.bouvier.org) and ABRL [www.abrl.org](http://www.abrl.org), enabling them to view pictures of cropped and uncropped, groomed and ungroomed Bouviers. Shelters and agencies will be requested to contact a local member if a Bouvier should appear among the dogs picked up, or if one should be turned into them by their owners.

B. When an animal control agency has taken physical control of a Bouvier, League members will request that the Bouvier be released to them as quickly as possible.

C. League members taking possession of the dog(s) are responsible for getting a signed release. (See "IX. Release and Contracts.")

D. The American Bouvier Rescue League does not sanction the buying of Bouviers as a rescue effort. Membership in the League does not grant nor imply authorization to do so on behalf of the ABdFC or the League.

## III. BREEDER INVOLVEMENT

- A. Try to identify the breeder of the rescued Bouvier and inform that breeder of the situation. Such notification shall occur via phone call and /or email from the Director.
- B. If breeder does not respond to either phone call or email within 48 hours, a letter with Delivery Confirmation will be sent to the breeder's last known address, the breeder shall have a maximum of 7 days to reply
- C. Once located, enlist assistance from the breeder in one of the following ways:
  1. Request that the breeder take the dog back **as required by the ABdFC Code of Ethics**. When the breeder confirms wanting the Bouvier returned, It is the breeder's responsibility to affect transport in a timely and efficient manner by working in concert with the Director

2. Request that the breeder pay all expenses incurred by Rescue **as required by the ABdFC Code of Ethics**. These expenses include the cost of obtaining the dog (should a fee have been charged to obtain the dog, all medical costs, placement costs and costs incurred in returning the dog to the breeder.
  3. At the time the breeder accepts responsibility for the dog, no further expenses shall be undertaken without the consent of the breeder. In the event of an emergency, and the ABRL is unable to reach the breeder, the ABRL Director and/or Chief Assistant Director will act in the best interest of the dog.
- D. In the event breeder wishes ABRL to place the Bouvier, try to obtain information on the background of the dog for use by the new owner.

#### IV. VETERINARY SERVICES

- A. League members should seek to establish a working relationship with a veterinarian in their area who is willing to work with the rescue dogs and is willing to reduce fees for spaying, neutering, vaccinations, fecals, heartworm check, Lyme disease test, brucellosis test, boarding, medication, etc.
- B. All rescue Bouviers must be taken to a veterinarian and examined, unless current veterinary records accompany the dog into rescue. Health problems whose treatment would result in care in excess of \$250.00 must have the approval of the League Director before treatment begins. Dogs will be checked first for heartworm and, if appropriate, brucellosis. Euthanasia for dogs testing positive for heartworm or brucellosis will be decided on an individual basis by the League (See section V, item B below). If the dogs are negative for heartworm and brucellosis, they will then be checked further for other problems.
- C. Once a dog is considered in good health and adoptable, it will be neutered or spayed. If for any reason it is inadvisable to neuter or spay the Bouvier prior to adoption, neutering or spaying will be done not more than sixty days from the date of adoption. One exception would be a dog testing positive for and being treated for heartworm: in this situation the dog should be neutered or spayed at the earliest date feasible as indicated by the veterinarian treating the dog. Another exception would be the placement of a very young puppy, in which case the dog must be spayed or neutered at the age of six months. All dogs should be microchipped before being placed in their new adoptive home. (See "IX. Release and Contracts.") The Regional Director involved in the placement will stay in touch with the Adopter to insure the operation is performed.

#### V. WHICH DOGS TO SAVE

- A. All Bouviers are not adoptable. Dogs with brucellosis, severe and long-standing skin disorders, severe injuries or vicious temperaments may be euthanized immediately. It is sometimes very difficult to place an older dog. Occasionally, a dog will display temperament problems after it goes to a foster home, necessitating a decision as to whether to keep him or euthanize him. **THE DIRECTOR CAN GRANT EXCEPTIONS TO ALL RULES.**
- B. Euthanasia will be a decision made by the agreement of no less than two League members, one of whom must be the Director.

#### VI. FOSTER HOMES

- A. The American Bouvier Rescue League will secure as many foster homes as possible among the membership of the ABdFC and other interested persons.
- B. A foster must sign a Fostering Contract and Release form when custody of a dog is temporarily transferred to the foster's care. The individual must also be a member of the ABRL, having submitted a signed "Registration for Membership in the ABRL."
- C. A foster home must be willing to keep and care for one or more rescued Bouviers for an undetermined length of time, and must furnish food and regular care without reimbursement.
- D. Approved veterinary fees will be billed to the American Bouvier Rescue League. The Director and Regional Director will decide on an individual basis how long the Bouvier must be fostered. Charges over \$250 must have the approval of the League Director.

- E. Any League member assisting in an adoption or acting as a foster home is responsible for being aware of any applicable city, county, or state laws governing animal control in their locality.

## VII. PLACING THE BOUVIER

- A. An ABRL member and/or person knowledgeable in the breed will evaluate the temperament of a prospective rescue Bouvier. The preliminary and final evaluations will be reviewed by the ABRL member prior to placement. The evaluation will be reviewed with Adopter before placement.
- B. Any dog available for adoption will be posted to the League website. Additionally, ABRL members may contact persons in the community who have expressed an interest in adopting a rescue Bouvier, place an ad in the local newspapers, put notices in veterinary clinics, pet food stores, dog training schools, local dog publications.
- C. ABRL members may contact Bouvier breeders in their area asking for the names of persons that might be interested in adopting a rescue Bouvier.
- D. All prospective rescue Bouvier owners will be screened thoroughly. They will complete an adoption application and read the articles entitled "Don't Buy a Bouvier" by Pam Green and "Beginner's Guide to the Bouvier des Flandres." A League member may request that the prospective Adopter visit a League member's home to interact with a well-adjusted Bouvier.
- E. If at this point the League member feels the Adopter will provide a good home, and if an appropriate dog is available, the League member will schedule a home visit. (A good guideline to follow is only to approve families to which you would sell one of your own dogs.)
- F. The Adopter must be willing to take the rescue Bouvier to eight weeks of basic obedience or Canine Good Citizen classes.
- G. When the Adopter has been approved, the League member will make an appointment with the agency, foster home, or individual in order to take the prospective Adopter to see the rescue dog whenever possible.
- H. The Adopter may take possession of the dog only after the form entitled "Contract and Release Agreement" has been signed.
- I. The League member will follow up with a telephone call or email within three days to see how the rescue Bouvier is doing and to determine whether or not assistance should be given. The League member will continue to keep in touch and offer assistance.
- J. The League member will provide information and assistance to the Adopter concerning maintenance, nutrition, training, grooming, and medical care of the Bouvier. A folder containing, at least, the following shall accompany the dog to its new home: a copy of the Adoption Agreement; veterinary records; microchip information; the Regional Director's name, address, email address and telephone number; a welcome packet containing copies of the "Beginners Guide to the Bouvier des Flandres", "Rescue Round Up;" training and other useful information will be mailed to the Adopter by an appointed League member.
- K. The rescue Bouvier will be placed only as a **HOUSE DOG**.
- L. Refer to the "Contract and Release Agreement" for the responsibilities of the American Bouvier Rescue League and the responsibilities of the Adopter.
- M. All registration papers will be sent to the ABRL Director. The Director will forward the papers to the AKC along with a note telling them the dog has been rescued by the American Bouvier Rescue League.
- N. The ABRL Director will be responsible for assisting those Adopters in applying for PAL (Purebred Alternative Listing) numbers if they wish to compete for obedience or performance titles.

- O. All contracts, payment and paperwork relating to each adoption will be sent to the League Director within 72 hours of completing the adoption.

#### **VIII. FEES AND CHARGES**

- A. The adoption fee of \$300 will be assessed to the Adopter. These fees will be forwarded to the League Director. No portion of the collected fee is to be retained by the person(s) collecting the fee.
- B. The Adopter may return the Bouvier within two weeks from the date of adoption for a full refund.
- C. The American Bouvier Rescue League may assist breeders in placing neutered or spayed Bouviers. As soon as a breeder contacts the ABRL with a request for assistance, the ABRL member will first ascertain that the breeder is familiar with ABRL Guidelines in general and with all clauses under Section VIII in specific. A signed affidavit from the breeder affirming their understanding will be requested immediately. Accompanying this affidavit the breeder will transmit a \$100 fee per dog in the form of a cashier's check, certified funds, or money order to the American Bouvier Rescue League before the League attempts to assist in placement. No personal checks will be accepted. The breeder will be made aware that this \$100 fee is for administrative purposes and is not a guarantee of successful placement. Once help has been solicited, the breeder will be responsible for all expenses incurred. If a breeder is also an ABdFC member, it is understood that the above charges are considered to be a debt owed to the ABdFC once assistance from the American Bouvier Rescue League has been accepted and that they are required to abide by the ABdFC Code of Ethics. Any breeders contacting the ABRL whose Bouviers are not neutered or spayed at the time the League is contacted, must neuter or spay those dogs at the breeder's expense prior to placement. If it is not practical for a Bouvier to be neutered or spayed prior to the ABRL accepting custody, then the breeder will prepay an additional \$200 per dog toward the cost of this surgery which will be performed as soon as it is medically appropriate. All breeders are responsible for paying the balance of the charge(s) to neuter or spay once the operation has been successfully accomplished. All vaccinations and health checks, including fecal and heartworm tests, will be supplied by the breeder at the breeder's expense prior to placement. These records must be documented by a licensed veterinarian. In addition, the breeder will surrender all registration papers to an ABRL member prior to the placement.
- D. When the American Bouvier Rescue League accepts a dog for placement from a private owner, the ABRL shall request a minimum fee of \$75 from the owner surrendering the dog. The owner is required to sign the ABRL Release form which the League member has completed. The ABRL will not refer or reveal the names of adoptive homes to the previous owner. This fee can be altered/waived with the approval of the Regional Director.

#### **IX. RELEASE AND CONTRACTS**

- A. The Release form and the adoption Contract and Release Agreement will be filled out in triplicate. This also applies to the Foster Home Contract and Release Agreement. A copy will be given to the adopter, foster, agency, or individual; a copy will be kept by the League member involved in the transaction; and the original will be kept in the American Bouvier Rescue League file maintained by the League Director.
- B. The Release form is used for removing a Bouvier from an individual owner. It must be signed by the individual and witnessed by an ABRL member.
- C. The Release form is also used for removing a Bouvier from an agency (shelters, pounds, humane societies, etc.) and must be signed by a Corporate Officer or other person in charge at the agency and witnessed by an ABRL member.
- D. The Adoption Contract and Release Agreement must be signed by both the Adopter and an ABRL member.

#### **X. RALPH GOLDMAN RESCUE FUND**

- A. The money for the American Bouvier Rescue League is kept in the accounts of the ABdFC and shall be identified as the Ralph Goldman Rescue Fund. This fund is separate from any other funds administered by the ABdFC. Money may not be transferred between funds without Board approval. Money received by the ABRL must be in the form of a check, money order, etc. made payable to the ABdFC or the ABRL and in

U.S. currency only. Cash may not be sent through the mail. All money and the purpose for which it was received shall be sent to the Director who will forward it to the ABdFC Treasurer for deposit.

#### **XI. DISBURSEMENT OF FUNDS**

- A. The disbursement of funds is under the control of the Director up to the amount in the Ralph Goldman Rescue Fund. Beyond that, expenditures must be approved by the Board of Governors.
- B. All bills and receipts for rescue shall be submitted to the Director for approval and payment. Upon approval bills will immediately be paid up to the amount in the Ralph Goldman Rescue Fund Imprest Account. The Director will retain the original of these bills and receipts for ABRL records and will forward the copies to the Treasurer of the ABdFC.

#### **XII. FUND RAISING**

- A. The American Bouvier Rescue League will raise money throughout the year by utilizing appropriate means available through "Rescue Roundup", "Dirty Beards", the ABRL website, ABdFC website, the ABdFC Specialty, etc.
- B. ABRL members are encouraged to hold fund-raising events if they wish. This can be a lot of fun, and there is a good deal of room for creativity. The following suggestions have proven successful for other rescue groups: T-shirts, bumper stickers, booths (at dog shows and shopping centers), tattoo and microchip clinics, items for sale on a year-around basis, raffles.

**PLEASE REMEMBER THAT THE DIRECTOR CAN GRANT EXCEPTIONS TO ALL RULES, AND THAT CONSULTATION AND AGREEMENT AMONG LEAGUE MEMBERS IS MOST IMPORTANT!**

Revised August 17, 2012