



Rescue: Entity Application Checklist

To help keep track of the information which may be needed to complete the Trust's Application to become an Approved Rescue Entity, please use this checklist.

Rescue Entity Application Information <input type="checkbox"/> Read this document first
Rescue Entity Application Checklist <input type="checkbox"/> You have already found this! It will help you keep track of the items now need to submit your Application
Rescue Approved Entity Application PART 1: Contact Information <input type="checkbox"/> If you don't have enough room on the Application to list all Individuals Authorized to submit Applications, complete the list by adding the information at the end of the document, on an attachment.
PART 2: Formation and Organizational Information <input type="checkbox"/> Articles of Incorporation or formation document(s) <input type="checkbox"/> By-Laws <input type="checkbox"/> List of current Officers/Governing individuals and contact information
PART 3: Historic Information <input type="checkbox"/> If ever suspended/fined by AKC, attach detailed explanation <input type="checkbox"/> If ever sued/investigated/fined/denied permits, attach detailed explanation
PART 4: Financial Information <input type="checkbox"/> Total budget & sources of support, if not enough room, attach information <input type="checkbox"/> Successful fund-raising activity, if not enough room, attach information <input type="checkbox"/> Copy of tax returns, balance sheets for 2 years (or less for new organization)
PART 5: Dog Care Information <input type="checkbox"/> How/where rescues kept, if explanation is longer than space allowed
PART 6: Policies and Governance Information <input type="checkbox"/> Purebred determination guidelines, if you have one <input type="checkbox"/> Temperament evaluation guidelines, if you have one <input type="checkbox"/> Dogs that have bitten policy, if you have one <input type="checkbox"/> Owner Surrender Agreement, if you have one <input type="checkbox"/> Placement contract, if you have one <input type="checkbox"/> Foster program documentation and agreement, if you have them <input type="checkbox"/> Document Retention Policy, if you have one
PART 7: References <input type="checkbox"/> Reference from one Shelter <input type="checkbox"/> 2 Professional References
Rescue: Code of Conduct <input type="checkbox"/> Read, and if you agree to abide, complete contact information, and sign
SUBMISSION <input type="checkbox"/> Now, gather all of the files, create an email to the name and email address on the Rescue page of the Trust website (shcatrust.org), attach all of the files listed above, and submit your application