



**PROCEDURE FOR FILING A FORMAL COMPLAINT
DIRECTLY TO CKC WITHIN TEN DAYS OF EVENT**

If you wish to file a complaint against a person alleging a violation of the rules pertaining to this event, please complete the attached *Official Complaint Form* and submit it directly to the CKC within ten days of the event if you wish your complaint to be heard by The Canadian Kennel Club's Discipline Committee.

The appropriate complaint deposit as noted below must accompany the *Official Complaint Form*:

Complaint Deposit

CKC Members \$200.00 plus applicable taxes

Non-Members \$300.00 plus applicable taxes

Please note that fees are due and payable in Canadian dollars. Discounted cheques or money orders will not be accepted.

Please note that a complaint against the club holding the event or any of its officials must be submitted directly to the CKC on the attached form.

Complaints submitted directly to the CKC shall constitute complaints under the CKC *By-laws* (relevant excerpt attached) and as such the attached form must be notarized by a Justice of the Peace, a Notary Public or a Commissioner of Oaths. Upon receipt of this form, duly notarized, along with the appropriate complaint deposit, the Discipline Committee will conduct a hearing. Both the complainant and defendant will be notified a minimum of thirty days prior to the date fixed for the hearing in the event the parties wish to appear in person or submit any documentary evidence for the Committee's consideration.

Should you have any questions regarding these procedures, please contact the Regulatory Division of the CKC during regular business hours of 9:00 a.m. to 5:00 p.m., Monday to Friday.

Correspondence should be forwarded to:

The Canadian Kennel Club
Attention: Regulatory Division
200 Ronson Dr., Suite 400
Etobicoke ON M9W 5Z9



Official Complaint Form

Please type or print when completing this form.

CKC Governing Rule Book

Include Chapter, Section and Applicable Rule Book

Complainant(s) _____ Defendant(s) _____

E-mail Address

Telephone Number

E-mail Address

Telephone Number

I, _____

Declare that _____

The following supporting documents are enclosed:

- 1. _____ 4. _____
- 2. _____ 5. _____
- 3. _____ 6. _____

And I make this Solemn Declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Declared before me at the _____ of _____
(City, Town etc) (Name of City, Town etc)

in the _____ of _____
(County, Regional Municipality, etc) (Name of County, Regional Municipality, etc)

this _____ day of _____ 20____

A Commissioner, etc

Signature of Person Making Declaration