

**Border Terrier Club of America
Policies and Procedures Manual**

SAMPLE LETTER TO BE SENT TO JUNIOR SHOWMANSHIP JUDGE

BORDER TERRIER CLUB OF AMERICA, Inc.
c/o [Chairperson's name]
[Address]

[Date]

[Judge's name]
[Judge's address]

BORDER TERRIER CLUB OF AMERICA NATIONAL SPECIALTY – [Date]

Dear [Judge's name],

It is my privilege and pleasure to send you this formal invitation, on behalf of the Border Terrier Club of America, to judge the Junior Showmanship classes at the [year] National Specialty in [location] on [date]. More detailed information, such as hotel details, will be sent you nearer the time.

According to the BTCA Policy Manual and Guidelines, your compensation for this judging assignment is one day's room and board, and a judge's gift.

I am enclosing a copy of this letter, together with a stamped, self-addressed envelope, and request that you sign and return it as your acknowledgment of this judging assignment and its terms.

On behalf of the Border Terrier Club of America, and the [host club name if any](the Host Club), I look forward to welcoming you to [location] in [month, year] to judge at our [year] National Specialty.

Sincerely,
BORDER TERRIER CLUB OF AMERICA

[name]
Show Chairman
[Telephone No.]
[E-mail address]