



## YANKEE CHAPTER TEST ENTRY RULES 2025

### ENTRIES

Entries for the Spring and Fall tests will be accepted starting January 6, 2025 and end on February 9, 2025 for the lottery drawing. The lottery will be held on February 15, 2025 and entries received after the lottery will be placed on the waiting list if all test spots are filled by lottery entries.

- In 2025, there are two methods to submit your Test Entries. 1 – through the NAVHDA Member Portal and 2, by snail mail to the address listed below.
- The NAVHDA Member Portal will be available to enter a Test Entry Form on January 6, 2025. If you plan to use the NAVHDA Portal to submit a Test Entry, please ensure you review the tutorial on YouTube. You can copy and paste the following link into your search browser and will be able to watch the video.  
<https://www.youtube.com/watch?v=aBOJ7X6P4Yk>
- **Yankee Chapter members** will have preference in the lottery entry. All non-members will be placed on the waiting list unless the lottery entries do not fill the Yankee Chapter tests. So, please be sure to renew your Yankee Chapter membership prior to submitting your Test Entry form.

### LOTTERY

Completed Entry forms, test fees and NAVHDA member number are required in order for you to reserve a spot in the test. Entries received without this information will be deferred until the information is received with the exception of puppies from litters that have not yet been born or registered.

- The drawing will be held in mid-February with three representatives from the Yankee Chapter Board.
- Once the drawing is complete the Test Secretary will put the drawing order into the testing database and organize the tests based on the NAVHDA sanctioned test capacity chart.
- Once the database is loaded and handlers/dogs are assigned a testing date, the members will be notified of the running date or if they are on the waiting list. If the handler cannot make the date chosen, they will be placed at the bottom of the waiting list.

This process will provide the handlers that are on the waiting list an opportunity to apply for other chapter's test to hopefully confirm a running position.

### ELIGIBILITY

- Owners (or at least one owner of co-owned dogs) and any handler must be current NAVHDA International members in order to enter into a test and run a dog.
- No handler may run more than 2 dogs in either the spring or fall test.
- All dogs must be registered with NAVHDA. Only the dog registered for a test will be able to participate. No substitutions will be allowed.

### REFUNDS

No entry fees will be refunded except in the following situations:

- (a) if an entry is filled with a replacement entry prior to 30 days before the test date
- (b) for a medical condition backed up by a doctor's or veterinarian's note
- (c) for entries on waiting list for which no room was found in a test.

If a handler/dog pulls from the test, their replacement, taken from the waiting list, will be placed at the bottom of the running order for that day.

## FORMS

Test entry form can be found on the Member Portal or via the NAVHDA website.

### **Member Portal:**

- NAVHDA.org – go to Sign up/Login / Enter 6-digit NAVHDA Number with leading zeros and password.
  - Once in the member portal, select Test Entry Form and follow the prompts.

**You will not be able to submit a Test Entry Form until January 6, 2025.**

### **Printed Form:**

- NAVHDA.org – Menu/Testing/Testing Forms/Test Entry Form
  - Fill out the test entry form and mail it to the Test Secretary. Please ensure all information you enter on the test entry form is accurate. This information is used to fill out the Judges' cards and to send final results into NAVHDA International.
  - All names, whether dog or human, need to be their registered (with NAVHDA) name.
  - The NAVHDA dog registration number is your dog's NAVHDA number that is on the Registration Certificate Pedigree you received from NAVHDA. If your dog is not registered, then do so by contacting the main office at (847) 253-6488 or email [navhda@navhda.org](mailto:navhda@navhda.org).
  - Your NAVHDA member number is located on the mailing label just above your name on the Versatile Hunting Dog Magazine. You can also locate both of these numbers online in the NAVHDA site.
  - The form must be filled out completely and mailed to the Yankee Chapter Test Secretary.

## TEST FEE

The test entry fee can be mailed, payable to Yankee Chapter of NAVHDA, Inc, or you can pay via PayPal. To be included in the lottery and reserve your place in a test; both the entry form and fee must be received. If your entry form is received without payment, your entry form will not be processed until payment is received.

If you use PayPal for your entry fee and pull from the test or do not get into the test, the PayPal service charge will be deducted from your refunded entry fee.

Entry forms and fees paid by check should be mailed to the Yankee Chapter Test Secretary:

**Nick Racioppi 9 Pasture Road, Woolwich, ME 04579**

### **YC Chapter Test Entry Fees:**

Natural Ability -- \$120

Utility Prep Test / Utility Test -- \$135

*The Test Secretary will only process test entry forms; please **do not** send membership applications. All membership applications need to be sent to Sarah Franklin, Yankee Chapter Membership Coordinator, 182 Roosevelt Tr., Windham, Maine 04062.*