

# A guide to help you complete an Application for the Registration of a Kennel Name/Affix

This form should be used by the applicant(s) to register for a Kennel Name/Affix. It should be completed in **BLOCK CAPITALS** in **Black Ink** throughout and sent to the Kennel Club.

## 1. The Applicant(s) name and address

The Applicant is the name of the person in whose name the Kennel Name/Affix is to be registered. Please complete all sections in order for the Kennel Name/Affix form to be accepted.

## 2. Kennel Name/Affix applied for (please read carefully)

- i. A selection of at least three names but ideally six should be given in order of preference.
- ii. The Kennel Name/Affix must be one word only, **at least 4 and not more than 12 characters**. Hyphens and apostrophes are not permitted.
- iii. The Applicant(s) cannot use his/her own surname.
- iv. Full breed names cannot be used within a Kennel Name/Affix.
- v. The approved Kennel Name/Affix will be granted subject to checks, and the certificate and letter will be sent. Please make sure this letter is read carefully.
- vi. The Kennel Club will protect an active Kennel Name/Affix exactly as spelt and has no obligation to disallow minor variations of a similar word.
- vii. A Kennel Name/Affix word can only be used for the naming of dogs where the ownership of Kennel Name/Affix and the ownership of the dog are identical.

## 3. Annual Maintenance

- i. When a Kennel Name/Affix has been lapsed, the word will no longer be protected and may be available for the naming of individual dogs. The word may also become available to new applicants. It cannot be used by the original holder until an application has been received and accepted to re-instate the Kennel Name/Affix. The application form must be completed and sent with the appropriate fee of £70 in order that the Kennel Name/Affix can be re-instated.
- ii. The Kennel Club will only protect your chosen word whilst maintenance/payments are made.
- iii. An initial fee of £70 is payable to register a Kennel Name/Affix. This includes registration and a year's maintenance.
- iv. Please note that maintenance of this Kennel Name/Affix will be due for payment annually on the date the Kennel Name/Affix was granted. The Kennel Club will notify you four weeks before the annual maintenance payment is due. If payment is not received a second reminder letter will be sent advising that unless payment is received within 21 days the Kennel Name/Affix will be lapsed. (see guidance notes 3.i.)
- v. Whilst the Kennel Club will notify you when payment is due, the onus lies with the Kennel Name/Affix holder to ensure payment has been taken.

- vi. The Kennel Club will only protect your chosen word whilst when annual maintenance payments are made.

## 4. Declaration

The declaration must be signed by the applicant(s) in order for the Kennel Name/Affix form to be accepted.

## 5. Additional Items

There are additional services available with your Kennel Name/Affix application. Please indicate here which items you require and remember to enclose the appropriate fee.

## 6. Payment details

A,B,C: Please complete this section with your payment details.

C: Save £3.00 by making a Direct Debit Payment (£17.00), we recommend you select this method to ensure the Kennel Name/Affix does not lapse. If you wish to pay by Direct Debit, please complete Option C in the payment details section. Payment of £20.00 can be made by cheque, or credit/debit card by contacting the Kennel Name/Affix Hotline on 0870 240 7495.

### Returning your application

Once you have completed this form, please send it together with the appropriate fee to:

The Kennel Club  
4a Alton House Office Park  
Gatehouse Way  
Aylesbury  
Buckinghamshire  
HP19 9XU

### Glossary of Canine Terms

Dam	<i>Mother of the litter</i>
Sire/Stud Dog	<i>Father of the litter</i>
Whelping	<i>Date puppies born</i>
Breeder	<i>Owner of the dam</i>
Progeny	<i>Offspring/puppies</i>
Kennel Name/Affix	<i>Name exclusive to breeder</i>

For further information and guidance please call our Kennel Name/Affix Team on 0870 240 7495.

#### NOTES:

The Committee reserves the right to reject any application to register a Kennel Name/Affix or transfer any dog or to change or cancel or suspend any registration and may cancel or suspend any registration or transfer or grant of a Kennel Name/Affix already made.

The acceptance of a registration is not a guarantee of its accuracy. When submitted, this form remains the property of the Kennel Club.

## Check List

- Have your completed all sections required?
- Have you checked all parties have signed the declaration?
- Have you included your payment?
- Have you complete the Direct Debit?
- Have you ordered a Kennel Club frame for your certificate?

## Return to

The Kennel Club  
4a Alton House Office Park  
Gatehouse Way  
Aylesbury  
Bucks HP19 8XU  
Telephone 0870 240 7495  
Facsimile 01296 486725  
[www.the-kennel-club.org.uk](http://www.the-kennel-club.org.uk)