



AKITA CLUB OF AMERICA

POSITION OUTLINES

WAYS & MEANS

GENERAL INFORMATION

Ways & Means is a regular committee of the ACA that interfaces with the show committee very closely during the national. Their efforts are a major source of revenue for the club, so it's important that their efforts be maximized

Prior to the National this committee is responsible for:

- ❖ Deciding on what merchandise to order, how much to order, and select a vendor
- ❖ Selling all other items available from ACA store
- ❖ Make arrangements for the show logo pin to be made
- ❖ Obtaining a high resolution copy of the show and ACA logos from the show chair for the vendor
- ❖ Providing sample photos of the merchandise to the webmaster and to the publicity chair in a timely fashion
- ❖ Providing a price list and descriptions of all items to the publicity chair and Webmaster for the preorder forms. The deadline for this is usually some time in mid-May, depending on the date of the national
- ❖ Taking all preorders and filling them with the manufacturer as well as ordering items for sale at the national itself
- ❖ Arranging shipment to the hotel or to the chair in a timely fashion
- ❖ Sorting all items that were preordered
- ❖ Passing out presold items at the Welcome Party and/or upon check in
- ❖ Having items for sale at the Welcome Party
- ❖ Having items for sale at the show itself
- ❖ At the end of the show, all remaining items will have to be packed and either shipped or taken home by the chair or someone on the committee

During the National the Ways & Means Committee is responsible for setting up their sales tables in the morning and securing their items at the close of judging for the day

The Ways & Means Committee is responsible for securing their cash box at all times

Merchandise cannot be left unattended

If at all possible the Ways & Means tables will be set up as close to the show ring as possible so as not to deprive workers of seeing the show itself

This Committee requires a minimum of two people (preferably more) to man the booth at the National