



**THE SINGAPORE KENNEL CLUB
RULES GOVERNING THE APPOINTMENT OF
DOG GROOMING ESTABLISHMENTS**

1. APPLICATION FOR ADMISSION TO BE AN APPOINTED GROOMING ESTABLISHMENT

(a) Application must be in the form of a letter and accompanied with a completed Application Form, giving the details of the Dog Grooming School, Dog Grooming Academy or Dog Grooming Training Centre (the “Grooming Establishment”), the names of the Directors, a copy of the Certificate of Incorporation and any other relevant information or documents that the Singapore Kennel Club may require.

(b) Supporting documents such as the Letter of Appointment is required should the “Core Individual” is not the owner or director of the Grooming Establishment.

2. CONDITIONS OF APPOINTMENT

(a) That the Grooming Establishment acknowledges the Singapore Kennel Club as the final authority for interpreting the Rules and Regulations relating to canine, grooming, competition, and examination matters. Relevant documents shall be made available to the Singapore Kennel Club whenever necessary or upon request.

(b) That the Grooming Establishment shall apply to the Singapore Kennel Club for the renewal of its Appointment during the month of January each year and shall pay the required Appointment fees of S\$240 per year. The Appointment fee may be amended without any prior notice, but the Grooming Establishment will be informed of any such amended Appointment fees during the month of November in the preceding year. The Singapore Kennel Club may, in its sole and absolute discretion, agree to or decline the renewal of such Appointment.

(c) The Grooming Establishment shall be entitled to apply to the Singapore Kennel Club for permission to organize up to 1 Grooming Competition each year, held in compliance with the Singapore Kennel Club’s Grooming Competition Rules & Regulations as published on its website and as amended from time to time.

(d) Appointed Grooming Establishments shall not be entitled to conduct Practical or Theory Examinations.

(e) Appointed Grooming Establishments must send in at least 1 candidate to the annual Practical and Theory Examinations conducted by The Singapore Kennel Club.

(f) The ‘Core individual’, be it owner, manager, or instructor, at the Grooming Establishment must have at least an A Class Grooming Certificate recognized by the Singapore Kennel Club. The Grooming Establishment to notify the Singapore Kennel Club in writing should any change occur.

(g) The 'Core individual', be it owner, manager, or instructor, at the Grooming Establishment must have at least an A Class Grooming Certificate recognized by the Singapore Kennel Club. The Grooming Establishment to notify the Singapore Kennel Club in writing should any change occur.

(h) The Singapore Kennel Club's "Grooming Manual" shall be used as the syllabus for practical or theory examination criteria.

(i) The Grooming Establishment is required to provide talks at community events for public education on pet care.

3. OBJECTIVES

The Grooming Establishment must primarily be involved in/with Dog Grooming and its general objectives must be in line with those of the Singapore Kennel Club who granted its Appointment and whose Rules and Regulations will be always complied with.

4. CORE DOCUMENTS

(a) A copy of the Grooming Establishment's registration with ACRA, the Registrar of Societies or any other approved Government authority. (See No. 1)

(b) A copy of Grooming Class Certification from Grooming Establishment's Director or Instructor.

5. GROOMING COMPETITIONS

(a) The Grooming Establishment may hold a Grooming Competition each year as the Singapore Kennel Club may from time to time approve.

(b) The Singapore Kennel Club may, in its sole and absolute discretion, grant or decline the approval to hold a Grooming Competition.

(c) The Grooming Establishment must submit its application for approval, together with a non-refundable application fee of \$500 to hold a Grooming Competition at least 3 months prior to the date of the proposed Grooming Competition.

(d) The application for approval should provide details of the date, venue, name and profile of the judge and any other details that may be requested by the Singapore Kennel Club.

(e) The proposed judge of the Grooming Competition must be a licensed judge and approved by the Singapore Kennel Club.

(f) Complete results of the said Grooming Competition must be forwarded/sent to the Singapore Kennel Club within 14 days from the date of Grooming Competition.

6. PARTICIPATION/INVITATIONS TO ASSIST IN GROOMING EVENTS

(a) The Grooming Establishment appointed by SKC shall ensure that their instructors and students do not participate in, assist at or be involved in any grooming events organized by associations that are not recognized or approved by SKC. The SKC Appointed Grooming Establishments are expected to exercise due diligence and be aware that such involvement may constitute a conflict of interest.

(b) In the event that the SKC Appointed Grooming Establishment, its instructors or students are found to be in violation of the Rules and Regulations of SKC, the Club reserves the sole discretion and right to suspend or terminate the appointment of the grooming school as an SKC Appointed Grooming Establishment without prior notice.

(c) Groomers who participate in, assist at or are involved in grooming events not authorized or approved by SKC may not be eligible to apply for membership with SKC. Existing members found to be involved in such events may also not be granted renewal of their membership, at the sole discretion of the Club.

7. GENERAL

The Singapore Kennel Club may refuse to register any Grooming Establishment or to renew its appointment by reason of non-compliance of the Rules and Regulations governing the appointment of Grooming Establishments.