

CCDTC FLOOR RULES

- Due to insurance requirements, items stored in area covered by CCDTC Insurance must be used regularly for classes or events. All other personal items must be removed.
- All equipment must be removed from ring unless you have written confirmation that a fellow member or teacher following you within the day will be using it.
 - Failure to do so could affect ring use privileges.
- Dogs must be on leash at all times when outdoors. Potty areas are behind the building and between the front parking lot and Kells Lane. Please clean up after your dog. DO NOT let your dog potty against the building, landscaping or bushes.
- Dogs in classes MUST be in crates when not in the ring or staging/exiting/entering.
- Dogs staging outside the ring waiting to enter the ring, must be on-leash and under control.
- If there are no ring gates set up for member training, either set up gates, OR place gate panel(s) to barricade the entrance, which will let those coming into the building know that a dog is working off leash with no gating up.
- Members' Free Ring Use:
 - Class Use always take precedence.
 - Ring use is a membership privilege with rules:
 - Members MUST ALWAYS sign up on the web-based schedule.
 - Repeated failure to sign up may result in loss of free ring use and/or Key Fob access.
 - The person who has reserved ring time will respect their time limit.
 - Each person may sign up for a 60 minute block per day.
 - The 30 minute "Black Block" between reservations is for transition for the next ring appointment, not to add time to your ring reservation. The 30 minute spacing block is perceived to be divided into two (2) 15 minute sections. You have 15 minutes before your reserved ring time to set up and prepare and 15 minutes after your reserved time to put equipment away, clear the ring, and exit the building.

- If you see that the building is empty YOU DO NOT HAVE THE RIGHT TO JUST GO IN AND USE A RING. You MUST be registered as using the ring.
 - Your responsibility is to clear the ring so that others can have the ring at their reserved time.
- Do not adjust the temperature controls unless authorized by an instructor or board member.
 - The HVAC and Ceiling fans must be left ON at all times. They may be turned off for specific event needs.
- All members are responsible for good housekeeping.
 - Pick up after yourself: restore order to crates, chairs, and equipment. Make sure the inside of the crate you used has no leftover treats or water inside. Dispose of all trash.
 - Pick up after your dog: clean up any accidents immediately and dispose of dog waste properly outside.
 - Return any equipment you brought into the ring to its proper place. ○
 - Wash, dry and put away all dishes/utensils used.
 - Take any towels used home to wash and return.
- No breakable containers can be used for dog water in the building.
- Bring your own dog water vessels-Do not take items from kitchen for your dogs.
- If there is no one in the building when you leave:
 - Check to make sure all doors are locked, even if you did not open them.
 - Turn off all the lights. The light switches are on the wall to the left of the door to the store. There is a security light that will remain on.
 - Lock the entrance door by flipping the switch next to the door to the locked position and double check that the door has locked when you are outside the building.
- If you rearrange ring gates for a class/training/etc., you are responsible for returning them to class “position” (details/instructions on walls).
- NO SCENT is to be used on agility “side” except when there are scent events utilizing that area.
- NO SCENT is to be placed on ring gates, obedience (trial or practice) equipment, agility (trial or practice) equipment, dog crates.
- If you put scent on chairs, in boxes, etc. you must remove it before putting the item back.

Last Updated by Board vote 12.09.25