



Miniature American Shepherd Club of the USA, Inc.

P.O. Box 130, Philpot, KY 42366

e-mail: board@mascusa.org web: www.mascusa.org

Complaint Form

Resolve problems yourself without a formal complaint whenever possible. Failing that, use this form to bring a complaint before the MASCUSA Board under the MASCUSA Dispute Rules. This is a formal procedure. You must read and follow the MASCUSA Dispute Rules. You must be a member of MASCUSA to file a complaint.

Complainant Name		Membership Number	
Complainant Email		Complainant Phone No.	
Complainant Address			
Name(s) of parties about whom you are complaining.			
Address of parties about whom you are complaining (if known). If address is unknown, list the state in which they live.			
Date of event giving rise to this complaint:	Date you first learned of the event:		
This complaint is regarding (please check all that are applicable): _____ DNA – if you are questioning the parentage of a dog or a litter. _____ Health Issues – if you are questioning the health or genetic problems of a dog you purchased. _____ Code of Ethics violations. _____ Other (please specify): _____			
Attach all correspondence and documentation that is relevant. Any narrative provided must be typed.			
Incomplete forms will not be accepted. Once you have all your documents completed and ready to send, scan them and send to board@mascusa.org .			
After the board receives your complaint form and documentation, you will be invoiced for the \$250 fee. The complaint will not be considered until this fee is received. This deposit will be refunded if the complaint is sustained and forfeited if the charges are not sustained.			
Third party complaints will not be accepted and should not be made part of any complaint being filed.			
<i>By my signature below I certify that I have attempted to resolve this dispute informally and have attached all correspondence or documents supporting my complaint and my attempts at resolution. I hereby certify that the statements given above and in attachments are true and correct.</i>			
_____ Signature of Complainant		_____ Date	

Dispute Rules

Charges. Any member may prefer charges against a member for alleged misconduct prejudicial to the best interests of the club or the breed. Written charges with specifications must be filed in duplicate with the Recording Secretary together with a deposit of \$250, which shall be forfeited if such charges are not sustained by the board or a committee following a hearing. Disciplinary hearings may be held via teleconference in accordance with Article II Section 3 of these bylaws. The Recording Secretary shall promptly send a copy of the charges to each member of the board or present them at a board meeting, and the board shall first consider whether the actions alleged in the charges, if proven, might constitute conduct prejudicial to the best interests of the club or the breed. If the board considers that the charges do not allege conduct which would be prejudicial to the best interests of the club or of the breed, it may refuse to entertain jurisdiction. If the board entertains jurisdiction of the charges, it shall fix a date of a hearing by the board or a committee of not less than three members of the board, not less than three (3) weeks nor more than six (6) weeks thereafter. The Recording Secretary shall promptly send one copy of the charges to the accused member by certified mail (return receipt requested) together with a notice of the hearing stating that the defendant is required to attend and may bring witnesses, if he/she wishes. Also, the Recording Secretary shall promptly send the complainant notice of hearing stating that the complainant is required to attend and may bring witnesses, if he/she wishes. The Board itself may prefer charges against a member for cause, in which case it shall provide written charges with specifications to the Recording Secretary, who shall promptly send a copy of the charges to the accused member by certified mail (return receipt requested), with a notice of the hearing as set forth above.

Board Hearing. The board or board committee shall have complete authority to decide whether counsel may attend the hearing, but both complainant and defendant shall be treated uniformly in that regard. If the defendant fails to attend the hearing at the appointed time as directed, the hearing shall proceed without him/her. However, in the case of a member-initiated charge, if the complainant, unless excused by the Board, fails to attend at the appointed time as directed, the charges against the defendant will be dropped and the complainant will forfeit his deposit. Should the charges be sustained after hearing all the evidence and testimony presented by complainant and defendant, the board or board committee may by a majority vote of those present reprimand or suspend the defendant from all privileges of the club for not more than six (6) months from the date of the hearing or until the next annual meeting if that will occur after six (6) months. And, if it deems the punishment insufficient, it may also recommend to the membership that the punishment be expulsion. In such case, the suspension shall not restrict the defendant's right to appear before his/her fellow members at the ensuing club meeting, which considers the recommendation of the board or board committee. Immediately after the board or board committee has reached a decision, its findings shall be put in written form and filed with the Recording Secretary. The Recording Secretary, in turn, shall notify each of the parties of the decision and penalty, if any.

Dispute Rules approved by the MASCUSA Board of Directors 06/20/24