



AMERICAN
KENNEL CLUB

DATE: August 17, 2018

FROM: THE CONFORMATION EXECUTIVE FIELD STAFF

To all Show Chairpersons:

In response to numerous comments received from exhibitors concerning scheduling of dog shows, the Conformation Executive Field Staff has collaborated with Event Chairpersons to assist in providing a list of things to consider in a judging schedule. The following are suggestions for your consideration in organizing and running your shows with the intent to improve scheduling and to assist in making your show more user-friendly. If you use a superintendent, you should work in concert with that superintendent to assure the best scheduling possible.

Scheduling of breeds with multiple varieties:

1. Avoid having varieties of the same breed scheduled at the same time.
Example: Toy Poodles in Ring 2 at 10:00 and Standard Poodles in Ring 7 at 10:00
2. When possible, assign individual varieties of the same breed to one judge.
This will assist with accomplishing #1.
3. Avoid scheduling a breed's variety classes consecutively (one after another). Exhibitors with multiple varieties of the same breed may require additional time between breeds. Example: Dachshunds (Longhaired)
Dachshunds (Smooth)
Dachshunds (Wirehaired)

General scheduling suggestions:

4. Make every attempt to avoid scheduling breeds that require extensive grooming early in the morning. (smooth coated breeds require less grooming than long coated breeds)

5. When you have a judge cancel their assignment, remember if you have other judges on your panel who can do the canceled assignment, ask their permission before making the change. Many judges have contracts with stipulations that you are not aware of.

6. Consider scheduling groups so that they are judged as soon as all breeds in that group have been judged. The group judge and group ring would need to be available. This is permitted per AKC Rules, Chapter 3, Sec.15 states: *All entries for these group classes shall be made after judging of the regular classes of The American Kennel Club has been finished and no entry fee shall be charged.*

7. For outdoor shows: Be conscious of breeds, especially brachycephalic breeds and breeds that are affected by the sun and afternoon heat. Here is a list of brachycephalic breeds:

Working: Boxer, Bullmastiff, Cane Corso, Dogues de Bordeaux and Neapolitan Mastiff.

Terrier: Staffordshire Bull Terriers

Toy: Affenpinschers, Brussel Griffons, Cavalier King Charles Spaniels, Chihuahuas, English Toy Spaniels, Japanese Chin, Pekingese, Pug and Shih Tzus.

Non-Sporting: Boston Terriers, Bulldogs, French Bulldogs, Lhasa Apsos and Tibetan Spaniel.

Make every attempt to schedule these breeds in the morning.

Special attraction scheduling suggestions:

8. Avoid scheduling regular judges for special attractions (excludes NOHS) such as Puppy, Bred-by or Veterans. This extends an already long day for your regular judges who are likely exhausted. Exceptions would be judges on your panel approved for and/or assigned a small number of breeds/entries. Many new judges would welcome the opportunity to judge the special attraction groups/BIS as educational opportunities for future applications. Any one in good standing with the AKC is eligible to judge special attraction groups and may still exhibit on the same day,

Junior Showmanship scheduling suggestions:

9. As of July 1, 2016, All Breed Clubs must offer Reserve Junior showmanship. With this change if your club has spotlighted Best Junior later in the day, not only will the winners have to remain the second-place juniors will also. If you want to spotlight Best Junior schedule juniors' competition later in the day.

Premium List Information suggestions:

10. PLEASE make sure your information is up to date in your Premium List i.e. Veterinarian Contact information, especially after-hours Veterinarians contact information or off-site Veterinarian Care Facility contact, Emergency Medical Technicians in Attendance, your Committees contact information and any other necessary information that is contained within your Premium list.

11. When restricting:

A) strollers, play-pens, etc. at your dog shows, please remember this is a "Family Sport". You have the authority to restrict strollers, playpens, etc. completely or you may specify an area where you feel that their presence will not cause a disruption in your show. Many of your exhibitors are parents and allowing them to have strollers, playpens, etc. at their set-ups would accommodate a safe environment for their children while your exhibitors are grooming their dogs. Also remember many exhibitors use strollers for their dogs.

B) AKC complies with ADA (Americans with Disabilities Act). Exhibitors and/or their children with disabilities might require special circumstances i.e. an Autistic child needing a play-pen or a stroller.

Flexibility for A) and compliance with B) could be necessary at your show. Your recognition of these exhibitors will make for a more user-friendly and safer venue.

12. Summer Shows:

When the heat of summer prevails, please take necessary precautions so you are properly prepared to take care of exhibitors, dogs and your judges.

Here are several suggestions:

- a. Have plenty of water, ice and Gatorade/Powerade on hand.
- b. Have portable fans available.
- c. Cooling bandanas, cooling towels or mineral neck wraps.

- d. If you or a club member has a motorhome available to cool down individuals, their dogs or your judges.
- e. Let your judges know they can have sit down breaks if necessary.

We must use common sense and be proactive when the heat of summer is upon us. Please be prepared to handle “Mother Nature” and the dangers that may come with it.

MOST IMPORTANTLY REMEMBER:

Review your judging schedule before it is published. This will provide the opportunity to ensure any special requests were accommodated and if not, allow for them to be rectified or to consult with your superintendent as far as what your best options may be.

We do thank you for taking the time to review these points and hope that they will provide you with additional insight into having the best event possible.