



## **ANKC GUIDELINES FOR AFFILIATES**

**Adopted October 2009**

The original intent of these guidelines was to address concerns raised by Judge's in respect of places they travel to where the accommodation, travel, etc were less than adequate. In many instances Club officials are not judges and are not aware of what is expected by Judges for their comfort whilst away from home.

**It is recommended that;**

Secretaries are to ascertain from Judges the most convenient times for flights to and from the appointment.

***Not all Judges are retired and those who work need to plan for time off.***

It would be appreciated if Judges were given an indication where in the airport they would be met, by whom and that person was identified by a name tag.

An active phone contact should be given in case of the unlikely event of no one showing up at the airport to collect the Judges.

If alternate transportation arrangements have been made (rental car, cab, shuttle) the details are to be set out in advance so that Judges know what to expect when they arrive at their destination city.

Transport to and from the Judging venue is the responsibility of the Club in the case of Appointments not in the Judges home State or Territory.

Judges should be informed the day prior the time of pickup.

Accommodation should be of a suitable standard of comfort and cleanliness.

All regular meals must be provided.

Judges should have easy access to a restaurant with hours of service convenient for Judge's breakfast and dinner requirements.

Clubs should make sure that if Judges are booked on an evening flight on an airline that does not serve meals, that a meal is provided.

No Judge should be billeted without their prior permission being granted.

No judge should be expected to share a bedroom or facilities without their prior permission.

## **RIGHTS OF THE JUDGES**

A judge must be informed well beforehand about the breeds and numbers of dogs he is scheduled to judge. It is the responsibility of the show organiser to send this information in advance and in writing to the judge.

Judges' rights when travelling to shows outside the State/Territory of residence are as follows:

- (a) The show organisation or the inviting club must take care of the judge, according to the contract /agreement, from the time of his arrival in the State/Territory where he is judging until the time of his departure.
- (b) A judge must be provided with reasonable accommodation in addition to all regular meals and should not be billeted or expected to share accommodation without prior agreement.
- (c) All normal travelling expenses incurred by a judge must be reimbursed as agreed.

It is advisable that financial arrangements should be laid out in advance in the form of a contract or written agreement between the judge and the show organisation and must be honoured by both parties.

## **AT THE SHOW**

Judges must be provided with shade or shelter suitable to the weather conditions.

Judges must be provided with the means to wash their hands in the ring.

Judges must be provided with water or cold drinks when appropriate to the weather conditions.

A meal of suitable quality is to be provided.