My Scent Work trial was a success!

Now what do I send to the AKC?

What is required?

- Marked catalog, initialed by the judge on each page (1 per trial)
- Certification page (1 per judge, per trial)
- Trial Secretary Report (1 per trial)
- Trial Chair Report (1 per trial weekend)*
- Judge Review Form (1 per judge) †*
- Recording fees ($3.50 per entry), via check or credit card

*this form can be e-mailed to ScentWork@akc.org
†complete this form if the judge is licensed for Novice and Advanced levels only

What information must be included in the catalog?

Class Header:

- Class name
- Judge name
- Maximum time
- # of Entries
- # of Starters/Participants
- # of Qualifiers
- # Withdrawn

Dog Information:

- Armband #
- AKC Registration #
- Full Registered Name
- Date of Birth
- Breed
- Owner’s Name
- Owner’s Mailing Address
- Handler Name (if different from owner)
- Junior Handler # (if applicable)
- Result (Q, NQ, Exc, Abs, AIS, AJC, DQ)**
- # of Faults (if Qualified)
- Run time (if Qualified)
- Placement (if applicable)

**if Excused, reason why must be written. If DQ, necessary DQ documentation must accompany the trial results.

Where Do I Send This?

Event Operations- Scent Work
PO Box 900051
Raleigh, NC 27675-9051

Can I e-mail it instead?

No. The materials above must be printed and mailed to the AKC office.

Can I submit the required information in a spreadsheet?

No. The results must come in a catalog format (see example on page 2).

What about the Judge’s Score Sheets?

Score sheets are retained by the judges, and must be kept for a period of 1 year.

What about entry forms or class transfer (move-up) forms?

Entry forms and class transfer forms are retained by the club, and must be kept for a period of 1 year.
Interior Novice A  
Maximum Time: 3 minutes  
Judge: Jocelyn Judgita

Entered: 3  
Started: 3  
Qualified: 2  
Withdrawn: 1

#25   FK32362401   Sunshine’s Clear Waters   “Clear”   
Bitch       Shetland Sheepdog   8/26/2016  
Sally Somebody   88 Twin Towers Way, Louisburg, NC  27549  
Qualified  
Time: 2:15.32  
Faults: 0

#26   FK42223962   Somewhere Over the Rainbow   “Dorothy”   
Bitch       All American Dog   1/15/2012  
Sally Somebody   88 Twin Towers Way, Louisburg, NC  27549  
Handler: Max Somebody   JH #: 97639990263  
Qualified  
Time: 2:10.02  
Faults: 1

#27   PAL66666   Devil Dog   “Lucifer”   
Bitch       Rat Terrier   10/31/2015  
Greg Gregory   141 Ghosting Way, Raleigh, NC  27617  
NQ  
Time:  
Faults:  

#28   ILP19999   Crazy Name from Crazy Person   “Loopy”   
James McLoony   101 Fake Street, Lambertville, IA  33333  
AJC  
Time:  
Faults:  

First: 25  
Second: 26  
Third: ______  
Fourth: ______

Judge’s Initials: JJ

1