



AMERICAN
KENNEL CLUBSM

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Director of Agility

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Dear AKC Agility Trial Secretaries,

Full Running Orders After Closing: Effective August 1, 2012 clubs may now make public a full running order list of entrants immediately following the event's closing date/time. As such, the club may stipulate that exhibitors should print a copy in advance (if desired) in lieu of providing copies during the trial weekend.

Regulations for Agility Trials, Chapter 1

Section 19. Running OrderA judging schedule and the results of the random draw of each height and within each class will be sent to all entrants. Entrants will receive the catalog number assigned to each of their dogs along with their dog's registration number for verification of accuracy in the catalog. Included in the judging schedule will be the quantity of dogs in each of the heights within the classes. It is not required that any of the catalog numbers for any of the other entrants be listed on the judging schedule. Due to the moving of entries after the close of the trial but in accordance with the move-up regulations the numbers assigned to dogs do not necessarily indicate what their running order will be at the trial.

The judging schedule will be sent to entrants as soon as possible after entries have closed but at least seven (7) days minimum, prior to the first day of the event. Trial secretaries may also publish a full running order that includes catalog number, the dog's call name, breed of dog, along with handler and/or owner. This may be done using email as described above. Trial Secretaries shall include the following sentence on the required judging schedule and on the running order if one is published prior to the trial: "This is a preliminary schedule which is contingent upon the move-up entries that may not have been received yet."

Please note that the required "preliminary" statement now has the word "judging" removed; please alter your confirmations where necessary.

Incomplete/Erroneous Entry Forms: A Trial Secretary may NOT make assumptions as to which class(es) or jump height an exhibitor wishes to enter.

Recent examples where Trial Secretaries have made assumptions, causing Event Operations trouble with processing marked catalog results, include:

Multiple jump heights circled

A jump height that does not make sense based on what was written as the dog's "height at withers"

A mixture of regular and preferred classes circled

If an exhibitor's entry form is unclear, incomplete, or erroneous, it is an invalid entry and should not be accepted. At this point, the Trial Secretary only has two options: a) Communicate with the exhibitor via email and/or phone explaining what issues exist or b) Return the invalid entry.

A Trial Secretary may NOT send a confirmation email to the exhibitor, making assumptions, asking that the exhibitor confirm that the assumptions are correct by reply email. At this point, you do not have a valid entry, therefore you should not be entering that exhibitor/dog into the trial, reserving class run counts, or sending an entry confirmation (especially a confirmation that is conditional upon receiving a reply).

Any changes to an exhibitor's entry form must be made in writing – a reply to your email communication is acceptable, at which time, having heard from the exhibitor, you may complete the entry so long as they response prior to the closing date/time of the event. If you do not hear back by the closing date/time, you must return the invalid entry.

Judge vs Class Trial Limits: Chapter 1, Section 13 & 18 of the *Regulations for Agility Trials* state:

Section 13. Entry Limits. A trial-giving club may impose a numerical limit on entries in any or all trial classes. If entry limits are used, AKC recommends that a "total entry limit" be used, stating a total number of runs allowed per judge and for the entire trial. Individual judging limits shall be 330 dogs maximum per day without regard to class level or type (Standard, JWW, T2B, FAST or Non-Regular classes). If entries are limited, the numerical limitation(s) must be stated on the cover of the premium list.

If a club's premium list imposes a judging limit (also known as a "total entry limit"), this limit shall be "without regard to class level or type". As such, it is not permissible for a club to limit their trial's entries based on a run count by judge.

For example, a club is offering a two judge, 660 total entry limit trial. While processing entries, the 330th entry for Judge A is received. The club may not refuse to take additional entries for Judge A. Additional entries must continue to be taken and after the closing date/time, load balancing must occur so that Judge A has no more than 330 runs, the additional runs being moved to an alternate judge.

Section 18. Event Limit Options, Judge Assignment Changes and Load Balancing Entries. The maximum number of dogs assigned to any judge in one day shall not exceed 330, except as described in Chapter 1, Section 20.

If a club elects, it may place limits on a judge and/or a club may place limits on a single class or set of classes in the premium list. If a limit is placed on a single class or set of classes, no entries may be accepted beyond this established limit. If a limit is placed on a judge, the club must continue to accept entries and any additional dogs beyond the judge's limit shall be assigned to another judge.

If the club truly desires to limit by class(es), the "numerical limitation(s) must be stated on the cover of the premium list" for each single class or set of classes of which a limit is being imposed. In doing so, "no entries may be accepted beyond this established limit."

AKC highly recommends that a club utilize the "total entry limit" method whenever feasible. One common use of limiting by a set of classes is when a novice/open provisional judge is judging alongside a fully-approved judge and the club needs to limit the number of excellent runs to 330 as the 2nd judge is not allowed to handle load balancing runs.

Paper Premium Lists: A club must abide by an exhibitor's request to have a paper copy of their premium list sent by USPS. It is not permissible for a club to stipulate only electronic copies will be made available.

Marked Catalog Order: The following order for the marked catalog results is requested by Event Operations. The order listed in the Regulations will be fixed with the next printing edition:

STD Nov A
STD Nov B
STD Open
STD Exc A
STD Exc B
STD Nov P
STD Open P

STD Exc AP
STD Exc BP
JWW Nov A
JWW Nov B
JWW Open
JWW Exc A
JWW Exc B
JWW Nov P
JWW Open P
JWW Exc AP
JWW Exc BP
T2B Regular
T2B Preferred
FAST Nov A
FAST Nov B
FAST Open
FAST Exc A
FAST Exc B
FAST Nov P
FAST Open P
FAST Exc AP
FAST Exc BP

Thank You for your hard work and dedication toward our sport. It is very much appreciated!

Sincerely,

Carrie DeYoung, Director of Agility

And the Field Reps... Gail Storm, Doug Hurley, Barb Budnar, Mark Sjogren, Richard Mackintosh, Steve Herwig, and Debby Wheeler