



NACA REPRESENTATIVES REPORT

CLUB: VENUE: DATE:

CATALOGUE INFORMATION – DID THE CATALOGUE INCLUDE:

- a. A statement that the fixture was conducted under the rules of the NACA and that a copy of the rules was available? Yes No
- b. The name of the Judge for the fixture? Yes No
- c. The names of the Officials? Yes No
- d. The name of the NACA Representative? Yes No
- e. The name of the Exhibitor, the registered name of the exhibit including any titles, together with the exhibits DOB & Registration number of each exhibit? Yes No

EVENT INFORMATION:

- a. Did the judging commence on time? Yes No
- b. Were the ring/s adequate in size? Yes No
- c. Were the show/trial areas (including public facilities) of acceptable standard? Yes No
- d. Were you satisfied there was sufficient area between ring/s to permit freedom of movement to the public? Yes No
- e. Were there washing facilities made available to the Judge? Yes No
- f. Was a first aid kit available? Yes No
- g. What time did the fixture finish? am/pm
- h. Was the schedule followed? Yes No
- i. Were you made aware of any Aspirant Assembly and/or Ring Steward being assessed at the event? Yes No
- j. If yes to (i.) did the Aspirant Assembly/Ring Steward complete their assessment in its entirety? Yes No

PROTESTS OR COMPLAINTS:

- a. To your knowledge, were any protests or complaints lodged? Yes No
- b. If so, were they made in writing in accordance with the rules and lodged with the Club Secretary? Yes No
- c. Were you consulted in respect of any complaint or protest at the event? Yes No
- d. Were you aware of any other incident than that lodged? Yes No
- e. Do you possess an up to date copy of the rules? Yes No

SIGNATURE: PRINT NAME: DATE:

IF YOU HAVE ANY FURTHER COMMENTS OR OBSERVATIONS PLEASE PROVIDE DETAILS ON THE REVERSE OF THIS FORM OR A SEPARATE SHEET OF PAPER. PLEASE DELIVER THIS FORM TO THE CLUB HOLDING THE EVENT OR THE DOGSNT OFFICE WITHIN TEN (10) DAYS OF COMPLETION OF THE EVENT:

The Secretary, C/- DogsNT Office, PO Box 37521, Winnellie, NT, 0821.



RESPONSIBILITIES AND OBLIGATIONS OF NACA REPRESENTATIVES

1. The Representative is appointed to attend, observe and report to the Council on the general administration and conduct of the fixture and to report on any incident which occurs and should, in their opinion, should be brought to the attention of the Council.
2. The Representative shall inform the Exhibition Manager of their arrival.
3. The Representative, because of their knowledge and experience in canine activities, may be called upon to assist in advising the Committee conducting the fixture in matters of dispute.
4. The Representative may adjudicate in relation to any complaint made in accordance with the Rules if, in their opinion (and in the opinion of the organising Committee), a decision is necessary immediately. The Representative is requested to submit a report to the Office within ten (10) days of the said fixture.
5. If the Representative receives any complaint/s during an Exhibition/Trial, they must inform the complainant that the matter must be referred to the Exhibition/Trial Manager in the first instance.
6. The Representative is not in attendance to relieve the organising Committee of their obligations or responsibilities, nor to usurp their authority – **however** - the Council would expect an Affiliate to heed the Representative's advice or recommendation.
7. The Representative should stay until completion of fixture (ie: after presentations). If the Representative is unable to fulfil their duties on the day, it is their responsibility to appoint a substitute Representative and advise the Affiliate of any changes.
8. The Representative may not accept any official appointments to Judge or Ring Steward for the fixture.

RESPONSIBILITIES AND OBLIGATIONS OF AN AFFILIATE TO THE NACA REPRESENTATIVE

1. Inform the Representative of any Aspirant Steward/s being assessed at the fixture.
2. Forward a copy of the Schedule, advise where the fixture is being conducted, and where necessary, provide a pass for admittance.
3. When the Representative arrives, issue them with a catalogue and invite them to participate in the Affiliate's hospitality.
4. Report to the Representative details of any incident and/or complaint which they believe should be reported.
5. The Representative's name is to be listed with those of the Officials in the catalogue.