

VICTORIAN CANINE ASSOCIATION INC

A0023882W

REPRESENTATIVE'S REPORT [CONFORMATION]

As VCA Representative, it is your responsibility to ascertain that the venue and the arrangements made by the affiliate are of a satisfactory standard so as to ensure exhibitors and the general public can enjoy their day.

Complaints and/or incidents are to be investigated and dealt with according to VCA Procedures.

Note that judicious use of your position as an independent third party of some importance may be useful in preventing a lesser incident from becoming a larger problem provided by using dispute resolution techniques.

Fill in all sections of this form and return it promptly to the VCA office as a record of your attendance at the show, and provide a copy to the affiliate within seven (7) days.

Name of Affiliate:

Type of Show: Date of Show: Venue:

Were there any incidents / complaints that required investigation: YES / NO

If YES give a brief outline of the incident / complaint. [Note that a full report must be submitted to the Management Committee within five (5) days].

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Any unresolved Problems Encountered:

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Any Other Matter That Should Be Brought To The Attention Of The Management Committee:

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Complete the reverse

1. Are Rings of a Correct Size? YES / NO.....
2. Are Rings in Good Condition? YES / NO If NO state why.....
3. Are Appropriate Tables & Wash Up Facilities Provided? YES / NO
4. Is a copy of the Show Prize Schedule available for viewing? YES / NO
5. Does the Affiliate have a current copy of the VCA Regulations on hand? YES / NO
6. Was the name of the VCA Representative published in the Catalogue? YES / NO
7. Is a copy of the relevant Breed Standard(s) available for viewing? YES / NO
8. Time Judging Scheduled to Commence: Actually Commenced:
9. Did any Ring Start Late? .YES / NO..... If YES, state name of Judge and reason:
10. Was the attire, deportment and presentation of All judges appropriate?...YES / NO
If NO State Name of Judge and nature of deficiency

NOTE that it is NOT your role to assess the quality of Judging.

11. Were there any Overseas Judges officiating YES / NO
 If YES were they briefed on Australian judging procedures as per ANKC requirements ? YES / NO
 If YES were ANKC judging procedures followed ? YES / NO
12. Do Trophies Seem to be of Required Value? ...YES / NO.....
13. Was a First Aid Box available at the fixture ? ...YES / NO.....
 Were the proposed actions followed ? YES / NO Outline any deficiencies or variations

Details of any corrective actions or directions taken or given by you:.....

VCA REPRESENTATIVE (Print Name) (Sign)

ANY FURTHER ACTION REQUIRED BY THE VCA - NIL / FURTHER INVESTIGATION / REFER MANAGEMENT