



WHO GETS WHAT??

It is now the clubs' responsibility to ensure that each of the following people receive the forms for which they are responsible.

PLEASE KEEP THIS LIST FOR REFERENCE:

a) The final Master Clerk's catalog, judges' finals, breed sheets, Best of the Best scoring sheets and the Daily Counts documenting the number of Champions, Grand Champions, etc. will be **emailed within 48 hours of the close of the show to:**

Chair of the Scoring Committee: Tara McKimm - mckimmtara@hotmail.com

b) The payment of the Show Administration Fees, the Judges' Books (including the CCA Office copy of the finals sheet, and the Disqualification Sheet) in their sealed envelopes to be **mailed within 48 hours of the close of the show** along with documents listed in Article 4, Section 9g ii) to the CCA Office.
FAILURE TO COMPLY WITH THIS RULING WILL SUBJECT THE CLUB TO A FINE OF \$10.00 PER DAY. POSTAL DATE TO DETERMINE AMOUNT OF FINE.

The CCA Office also requires:

- All of the Judges sealed envelopes which contain: CCA copy of the Judges Slips *, Judges withhold forms, Transfer and Absentee list, Clerks' evaluation form
- Copy of the Master Clerk's list showing how many Champions, Grands, Premiers etc.

* The Judges slips must be sealed in the envelopes provided by the club and the Master Clerk's signature should be placed across the seal. (No one has the authority to open the sealed envelopes other than the CCA office staff).

1 A marked catalogue and the completed Judges' Evaluation sheets will be emailed to the Chairman of the Board of Examiners of CCA within 48 hours of the close of the show to:
Christine Ling - christine.m.ling@gmail.com

1 Copy of the Master Clerks catalogue must be provided to every Officiating Judge. (most prefer the electronic copy so please ask for their preference)