



Hosting a JRTCA Sanctioned Trial....

An introduction for prospective Trial Chairpersons

Chairing a JRTCA sanctioned trial requires a major commitment of time and energy. Using the tools provided by the JRTCA, knowing what to expect, and being well-organized will help to insure that your JRTCA sanctioned trial is a success. In the end you will be rewarded with a sense of accomplishment and the knowledge that you have given other JRTCA members the opportunity to come together with their terriers.

As a trial chairperson your responsibilities will vary, depending on whether you are hosting the trial as an individual or with the backing of an affiliate club. If hosting the trial as an individual, you will be responsible for every aspect of the trial. If chairing a trial for an Affiliate Club, you may have assistance with some of the planning and financial outlay for the trial. In this case, you will still be the focus of communication with the JRTCA; you will be in charge the day of the trial and be responsible for making sure results, fees, etc. are sent to the JRTCA in a timely manner.

In this brochure you will find an introduction to planning a sanctioned trial. Once you have made the decision to proceed, the next step is to request the required applications from the Club Office. After approval of the Sanctioned Trial Chairperson application and trial dates, you will be sent a JRTCA Sanctioned Trial Packet. This is a comprehensive manual that includes all rules, forms, class lists and directions needed to plan and implement your trial.

APPLICATION PROCESS

- Submit JRTCA Sanctioned Trial Chairperson Application and;
- Letter of recommendation from a JRTCA Chairperson that you have helped in the past two years and;
- Submit Pre-Sanctioning Form along with sanctioning fee to secure trial date(s).

Once the JRTCA Sanctioned Trial Chairperson Application and trial dates have been approved, the trial will be listed in *True Grit* and on the JRTCA website. Therefore, these items should be submitted to the JRTCA office as far in advance of the trial as possible.



TRIAL FACILITY REQUIREMENTS

- Large enough to accommodate all of the events you would like to offer at the trial
- Sufficient parking
- Easy access from major roads
- Hotel accommodations nearby
- Camping facilities at trial site or nearby
- Electric or other power supply
- Toilet facilities or porta-potties (at least one handicap accessible)
- Food service

Fairgrounds, 4-H facilities, dog training facilities, etc. are all good places to hold a trial. Many must be booked months in advance. There will most likely be a fee or donation required to use the facility. Most will also require proof of insurance or the purchase of a special rider to cover the event. Once a trial site has been selected, be sure to find out what restrictions they might have (such as not driving on the grass, no camping, etc.).

JUDGES

Judges must be secured and the JRTCA notified in writing at least 60 days prior to the trial date. Only JRTCA sanctioned judges can be used for Conformation and Go-To-Ground. A listing of sanctioned judges and a sample judge's contract are included in the JRTCA trial packet.

TRIAL FLYER

The class list and rules must be submitted to the JRTCA office for approval at least 60 days in advance of the trial date. Approval must be received prior to printing and distribution of the flyer. Following the guidelines in the JRTCA trial packet, and wording the rules and class descriptions exactly as specified, will make this process go smoothly. Keep in mind that the trial flyer will be seen by many people and gives them a first impression of the trial.

RIBBONS AND TROPHIES

These should be ordered well in advance of the trial. Again, doing so during the off-season can save a percentage of the total order. If engraved trophies are planned, this also needs to be done well in advance. Working medallions will be provided by the JRTCA, but it will be your responsibility to have them framed.

EQUIPMENT NEEDED

- Sound system (this can make or break a trial)
- 2-way radios (one at main desk and one for each event)
- E-Z-Ups if no shelter is available at site

REGISTRATION

- One or more tables and chairs for those working at the registration desk
- E-Z-Up if no other shelter is available
- Pens, clip boards, extra forms, extra armband numbers, cash box

CONFORMATION

- Rope & stakes to mark conformation ring
- Tables for ribbons and trophies
- E-Z-Up for center of ring if not under shelter
- Chair and refreshments for judge
- Clipboard and pen for ring steward

G-T-G

- Tunnel system to JRTCA specifications as shown in the trial packet
- Fencing and stakes
- Rats and rat cage
- Scent
- Bales of hay or other camouflage to hide judge
- Clipboards and pens for judge and steward

RACING

- Fencing and stakes
- Bales of hay
- Starting gate
- Lure
- Jumps (Specifications in trial packet)
- At least two sets of racing colors
- Board to post heat sheets
- Gloves for catchers
- Two E-Z-Ups (one for catch pen and one for holding area)
- Table and chairs
- Clipboards and pens
- Tubs and water for terriers

AGILITY, OBEDIENCE, TRAILING AND LOCATING

If these are offered at your trial, you will need the appropriate equipment and fencing for these events.

MANPOWER

There never seems to be enough help at a trial. In addition to people to help set up and tear down, many are needed the day of the trial to make it run smoothly and on time. The information provided below shows the ideal number of people needed for each event.

REGISTRATION

- Three — One to hand out packets, one for post entries and one to answer questions
- Two — To coordinate the raffle and sell tickets (if applicable)

ANNOUNCER

This person is responsible for calling classes, announcing results, and making any other necessary announcements throughout the trial.

CONFORMATION

- Judge (Must be JRTCA sanctioned)
- Ring Steward
- Two people at trophy table (one to hand ribbons and trophies to ring steward and one to take results from ring steward)

G-T-G

- Judge (Must be JRTCA sanctioned)
- Paddock Steward
- Den Steward

RACING

- Judge
- Line Judge
- Racing steward
- Starter
- Lure operator
- Lure handler
- Six Catchers (minimum)
- Recorder
- Announcer

YOUTH

- Youth coordinator

AGILITY

- Judge
- Steward

OBEDIENCE

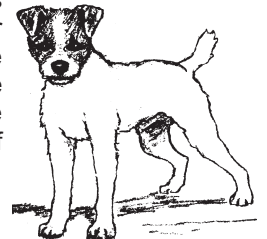
- Judge
- Steward

TRAILING & LOCATING

- Judge
- Steward
- Scribe

This pamphlet is designed to provide an overview of what to expect, and give prospective chairpersons an opportunity to get started with the planning of a sanctioned trial. Upon sanctioning, the JRTCA Trial Packet will provide comprehensive details and instructions to guide you in the planning and implementation of the trial.

The JRTCA Trial Committee realizes that chairing a trial is a big undertaking. We are always available to answer questions or lend moral support at any time during the trial process, from the planning stages to compiling the results. See True Grit for a listing of all Trial Committee members.



JRTCA Trial Committee

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