

# **WEST HIGHLAND WHITE TERRIER CLUB OF AMERICA PERFORMANCE AND COMPANION EVENTS SHOW RULES**

## **I. INTRODUCTION**

- A. Performance and Companion Events (PACE) offered in conjunction with WHWTCA Annual Specialty Shows are:
1. National Specialty.
  2. Roving Specialty hosted by a regional Westie Club or a group of individuals as approved by the Board of Directors (BOD).
  3. Any stand-alone PACE hosted by the WHWTCA, such as the annual Earthdog test.
- B. The WHWTCA Performance and Companion Committee (PACC) shall consist of a chairperson and a maximum of 9 additional members. The President of the WHWTCA shall appoint the Chairperson and the Chairperson will recommend the additional members to the WHWTCA President and the Board of Directors for approval. The PACC prepares and submits PACE Show Rules and recommends changes to the Board of Directors (BOD) for approval. Additionally, this committee serves in an advisory, support and consulting capacity to the host club for Roving Specialties.
1. The PACC members will consist of the following: Chairperson, Secretary, Trophy Fundraiser, Annual Awards Coordinator, Title Awards Coordinator, Obedience/Rally Specialist, Tracking Specialist, Earthdog Specialist, Agility Specialist and Liaison to the BOD.
  2. The PACC Chairperson will submit recommendations for committee members to the BOD for approval.
  3. The event specialists must be knowledgeable in his/her specific event and must stay abreast of any/all AKC revisions and requirements regarding performance events at club specialties and at AKC venues.
  4. Those representatives must notify the PACC chairperson of all changes.
  5. All event representatives are responsible for understanding AKC and WHWTCA contracts, forms, information, requirements and requisite time frames for these elements as they apply to their areas of event responsibility.
  6. The Chairperson is responsible for ensuring that all requirements and time frames are met for each event offered in conjunction with a WHWTCA Specialty.

7. By January 15<sup>th</sup> of each calendar year, the PACC Chairperson will advise the club's Recording Secretary of the date, location and classes/tests offered for that year's events.
8. All judges contracts and AKC event applications, as well as any document changes, are the responsibility of the club's Recording Secretary.

**II. ANNUAL PERFORMANCE AND COMPANION EVENT SPECIALITIES  
(currently held during Montgomery County week)**

**A. SUBMISSION OF PERFORMANCE JUDGES TO THE BOD**

1. The PACC will submit names of judges for BOD approval for performance events offered in conjunction with WHWTCA-sponsored tests/trials.

Note (a): Exception – the agility trial secretary may contract agility judges for the National Specialty.

Note (b): Roving host clubs are responsible for selecting its own performance event judges unless part of a show cluster, whereby judges are selected by that host club.

2. The performance event judge recommendations will be submitted to the WHWTCA Recording Secretary two years prior to the year they will judge (i.e., choices to judge the 2015 obedience trial should be submitted by March 2013), except tracking, which shall be one year prior.

**B. JUDGES ASSIGNMENT CONTROL for the National Specialty**

1. The PACC will attempt to select judges for performance events without repetition within three to five years. Five years is preferred, but may not always be possible while trying to contain costs.
2. A judge may be repeated if no other options are available based on costs and judges' AKC certification for our needs.
3. A judge may be used for different events in consecutive years with no exclusionary consideration.
4. NO judge will be used for any performance event for three consecutive years.
5. The PACC will consider travel expenses, lodging costs and judging fees when selecting prospective judges for the events to keep expenses to a minimum.
6. The WHWTCA will pay the performance and companion event judges' fees, if charged.

7. Fees plus total expenses for any judge for any performance event shall not exceed \$600 for single-day events and \$400 per day for multiple-day events.  
The judges' expenses include:
  - a. Fee, if charged.
  - b. Round-trip coach airfare (for judge only) or cost of gas based on mileage plus tolls.
  - c. Additional expenses incurred getting to and from Philadelphia and show headquarters, such as parking fees and cab fare as well as room expenses and meals for up to two nights for one-day assignments, increasing to three nights for two-day assignments.
8. When possible, the PACC will consider offering judging assignments for WHWTCA National Specialty performance events to WHWTCA members who are certified judges for those events, if the judges' expected expenses are within the above guidelines.

### **C. OBEDIENCE AND RALLY**

1. The Obedience trial will be held in conjunction with the WHWTCA National Specialty events.
2. The Recording Secretary completes forms required by the AKC to hold an Obedience National Specialty.
3. The Show Secretary is responsible for securing rosettes for High in Trial.
4. The PACC will provide the Show Secretary with Obedience classes being offered and other requisite information.
5. Obedience classes provided shall include all regular Obedience classes (Novice, Open and Utility) as well as optional and non-regular titling classes (Beginner Novice, Graduate Novice, Graduate Open and Veterans), as submitted by the PACC and approved by the BOD.
6. Rally classes offered include Novice, Advanced and Excellent.
7. The PACC will appoint (with BOD approval) an Obedience Chairperson, Trial Secretary and Obedience Trial Committee and Rally Chairperson, Trial Secretary and Rally Trial Committee. The same chairperson and the same trial committee may be utilized for both Obedience and Rally. Obedience and Rally should utilize the same Trial Secretary.
8. The Trial Chairperson(s) and Secretary will be responsible for securing necessary equipment, judging forms, matting and ring gates for the Obedience and Rally rings for all classes being offered. If the club has contracted a Show

Superintendent, the superintendent may be responsible for securing equipment, judging forms, matting and ring gates.

9. If Rally is held outdoors, additional equipment will be secured for that Rally ring. If the club has contracted for a Show Superintendent, the superintendent may be responsible for securing equipment, judging forms, matting and ring gates.
10. If any Obedience or Rally event is to be held outdoors, the Trial Secretary and/or Trial Chairperson will ensure that the ground amenable to an obedience event and safe for the dogs and handlers.
11. The Obedience/Rally Trial Committee(s) will provide sufficient manpower to hold an efficient Obedience/Rally Specialties. This includes ring set up, stewards and ring tear down.
12. All Premium List information related to the Obedience and Rally trials will be provided to the WHWTCA Recording Secretary by May 15 of each year.

#### **D. TRACKING:**

1. The PACC will appoint (with BOD approval) a Tracking Test Chairperson, Test Secretary and the required on-site Tracking Committee.
2. The PACC will submit for BOD approval tracking classes to be offered and the numbers of each TD, TDX, and VST classes. The request for a double tracking test must also be submitted for BOD approval.
3. The Tracking Test Chairperson and Test Secretary will secure the site for the Tracking Test.
4. The PACC will secure Tracking Test Judges and submit the names to the BOD for approval at least one year in advance.
5. The Tracking Test Chairperson and Secretary will:
  - a. Secure experienced (when possible) tracklayers in sufficient numbers to allow the test to run efficiently.
  - b. Meet all AKC requirements for holding a tracking test and specialty.
  - c. Be responsible for the Tracking Test Premium List, Judging Program and Catalog.
  - d. Submit all necessary paperwork to the AKC following the tracking test within the required time frames.
  - e. Provide adequate food and drinks for judges, tracklayers and workers on plotting day and Test day.
  - f. Provide access to bathroom facilities.

#### **E. AGILITY:**

1. The Trial Chair and Secretary will:
  - a. Be responsible for all necessary forms and contracts for holding an Agility Trial and Specialty and for securing appropriate WHWTCA signatures on contracts and forms.
  - b. Be responsible for record keeping and reporting to the AKC at the conclusion of the trial.
  - c. Secure and/or coordinate sufficient and safe agility equipment.
  - d. Be responsible for the Agility National Specialty Premium List. This may be done in conjunction with the Agility Service hired by the four-day agility cluster groups.
2. If the WHWTCA does not sponsor a WHWTCA Agility National Specialty during the four-day all-terrier cluster, we will provide a supported entry for all four days of the trial.
3. If providing only a supported entry, the PACC will appoint a WHWTCA agility coordinator to work closely with the four clubs sponsoring the cluster to ensure that all requirements are met regarding use of the WHWTCA facility, if applicable.
4. The WHWTCA Agility Test Chairperson and Trial Secretary or the WHWTCA Agility Coordinator for the agility cluster will ensure that the agility service hired to provide the equipment and rings for the four-day trial provides sufficient and safe equipment.
5. The agility service hired must provide adequate ring security and safety. The rings MUST be fully enclosed. Safe and secure entrance and exit paths will be provided for each ring. Also, the ring grounds must be in condition to ensure the physical safety of the dogs and exhibitors during their runs.
6. The WHWTCA agility coordinator will provide the agility service with appropriate information for trophies provided by the WHWTCA for all four days of the trial.
7. Agility classes offered, but not limited to, are Regular and Preferred Novice, Open, and Excellent.

## **F. EARTHDOG**

1. The WHWTCA will offer a supported entry or sponsor the National Earthdog test held in conjunction with the National Specialty.
2. When the WHWTCA is supporting the entry, the PACC will appoint an Earthdog Coordinator to provide appropriate information to the sponsoring club regarding WHWTCA trophies for qualifying Westies.

3. When the WHWTCA sponsors the National Earthdog test, the PC will appoint (with BOD approval) a Test Chairperson, Test Secretary and required on-site Test Committee.
4. The WHWTCA Recording Secretary shall submit the test application to the AKC and shall be responsible for site and judges' contracts.
5. The Test Chair and Secretary will be responsible for the Premium List and shall have all required list forms at the show site. The Secretary shall submit test results to the AKC.
6. The Earthdog Show Committee will:
  - a. Provide judges.
  - b. Provide sufficient manpower for holding the test efficiently.
  - c. Provide food and refreshments for the judges and test workers.
  - d. Provide access to adequate bathroom facilities.
7. Earthdog classes offered are Introduction to Quarry, Junior, Senior and Master.

**NOTE: Each Performance Event Chairperson will be responsible to secure judges' accommodations, provide transport to/from the airport and to/from judging assignments and offer basic judges' amenities and accoutrements. Judges should be well taken care of when judging WHWTCA performance events before, during and after their judging assignments.**

#### **G. MOST VERSATILE WESTIE (MVW) IN A NATIONAL SPECIALTY**

1. The WHWTCA will continue to offer the MVW program at its National Specialty unless otherwise determined by the BOD.
2. The PACC is responsible for the requirements and point system (and requisite BOD approval) for this program.
3. The PACC will be responsible for advertising this program in advance of the National Specialty week to give exhibitors ample opportunity to enter multiple events to compete in this program.
4. The PACC will appoint one or two National Specialty MVW Coordinators. These persons will be responsible for compiling complete records of all performance events held during the Specialty week and will tabulate the competition records from the events.
5. The winners will be announced and receive their trophies following the final performance event.

## **H. TROPHIES FOR PERFORMANCE AND COMPANION EVENTS**

1. The PACC trophy chairperson will submit proposals for trophies to the PACC for approval.
2. The PACC will acquire trophies for the various performance events within the budget guideline of \$200 per event per day.
3. The Performance and Companion Events Trophy Chairperson, event chairs and secretaries will attempt to have trophies and other giveaways, including worker raffles, donated (in part) or hold fundraisers to help defray the costs of holding the various performance events.
4. Any challenge trophies, which may be offered for the Obedience Specialty, will adhere to WHWTCA Policies and Procedures governing all Club challenge trophies.

## **I. BUDGETS FOR PERFORMANCE EVENTS**

1. The Trophy Chairperson is responsible for the various performance events and will prepare and submit a proposed budget for its event to the PACC.
2. The PACC will present one budget request, encompassing all events, to the BOD for approval. This report will provide the breakdown of proposed budget figures for each performance event.

## **J. FINANCIAL CONSIDERATIONS FOR PERFORMANCE EVENTS**

1. Each event group will submit to the PACC a detailed accounting of costs, expenses, event income and fundraising income for their respective event by December 1<sup>st</sup> of the year the event was held.
2. The PACC will prepare one report of financial accounting encompassing all performance events held during the National Specialty week. This report will be submitted to the BOD as part of its twice-yearly report.

## **III. ROVING NATIONAL SPECIALTY**

### **A. Host Club Responsibilities**

Make all arrangements for holding the performance and companion events, including:

1. Verify and ensure all requirements and event specifications for each event meets AKC requirements.
2. Be responsible for all publicity.

3. Ensure adequate bathroom facilities are available.
4. Ensure that food is available as necessary.
5. Provide all necessary information, contracts and forms to the AKC and the WHWTCA for each event with specified time requirements and pay all fees associated with applying for each event.
6. Prepare all pertinent information for the premium list.
7. Make all arrangements for judges for these events.
8. Provide all travel accommodations and expenses for judges.
9. Provide transportation for performance and companion event judges to and from show sites.
10. Consult with the PACC, if needed, to ensure it meets AKC and WHWTCA requirements for holding specific performance and companion events in conjunction with the Roving Specialty.
11. Contact the PACC club liaison to determine whether those events are eligible to award Most Versatile Westie in a Roving Specialty.
12. Assume all financial responsibilities for holding the performance and companion events, except those listed under “WHWTCA Obligations and Support to the Host Club.”
13. Offer trophies for Highest Scoring Westie in trial and Highest Scoring Westie in each offered class when the Roving Specialty is held in conjunction with an all-breed obedience trial.
14. At a minimum, provide trophies for all Westies qualifying in performance and companion events held in conjunction with the Roving Specialty (optional).
15. Maintain complete and accurate accounting records of all expenses and submit the final report to the WHWTCA treasurer within 90 days after the events.
16. Arrange for all trophies. Contact the PACC for any performance and companion event challenge trophies which may be available.
17. Designate event chairpersons for all performance and companion events offered.
18. Provide necessary volunteers to efficiently hold each event (ring crew, tracklayers, den steward, etc.)



19. Provide necessary and sufficient equipment to hold the events according to AKC requirements, as well as for the safety of the dogs and handlers. Spectator access should also be considered.
20. Current AKC performance and companion events supported by the WHWTCA include all regular Obedience Classes, Optional Titling Classes (Beginner Novice, Graduate Novice and Graduate Open) and Non-Regular Classes (Veterans and Brace); Rally Obedience Classes; Tracking (TD, TDX VST); Earthdog (Introduction to Quarry, Junior, Senior and Master) and Agility (Regular and Preferred Classes).

## **B. WHWTCA OBLIGATIONS AND SUPPORT TO THE HOST CLUB**

1. The PACC will be an advisory and consultation resource to the host club to ensure it meets and accommodates all AKC and WHWTCA requirements for holding performance events in conjunction with a National Specialty.
2. The PACC will provide information on the Most Versatile Westie in a National Specialty program.
3. The PACC will be available to offer recommendations for performance event judges and may be able to provide names of WHWTCA members who are AKC judges for those events. Using judges who are club members may be most cost-effective.
4. The WHWTCA will pay up to \$75 per day towards a judge's fees and expenses for each independent event sponsored by the Roving club.
5. The WHWTCA will provide up to \$75 toward the cost of ribbons and trophies for each approved AKC performance event held by the Roving club in conjunction with the Roving Specialty.

## **C. OTHER PERFORMANCE EVENTS**

The WHWTCA may sponsor other performance events. If an event is held in conjunction with other clubs, the judges may be selected, without BOD approval, based on their assignments on other days to allow the WHWTCA to share travel expenses with the other clubs.

Approved 05/02/2013