



TRIAL APPLICATION FORM

Mail to: Dogs On Course in North America, LLC

P.O. Box 83238

Phoenix, AZ, 85071-3238

Fax: 602-375-0385

trials@docna.com

Application to Hold a Dogs On Course in North America, LLC Trial

- ****Fill out a trial application at least 12 weeks** prior to the requested dates. Include the current application fee of \$25.00 per consecutive calendar day of events to hold a trial (see page 3).
- Include the \$10.00 per event fee (see page 4).
- Submit a total application fee including per day and event fees.
- Trial club/groups must submit a current proof of insurance for the trial/show dates with each application form.
- Current Club or Group membership with DOCNA – Yes / No (required to hold a trial). If NO, please fill out the online membership application form at <http://www.docna.com>.

**** Judges should not make travel arrangements until this trial application and fee has been submitted. Any extra costs incurred by the club due to judges having to make late travel arrangements because this application is late, is the responsibility of the club. Because judges need a reasonable amount of leeway to make time off work and other arrangements that take them away from home, if this form and fees are more than 4 weeks late (less than 8 weeks before the trial date), DOCNA will notify the scheduled judge(s) and they will be allowed to decline this assignment or to accept another DOCNA judging assignment for the agreed upon dates.**

TRIAL Club/Group: _____ *Date(s) of Proposed Trial: _____

*Club has checked Dogs on Course Calendar of Trials to ensure their request to hold a trial will not conflict with any trials within 250 miles of the requested trail on these dates.

LOCATION INFORMATION:

Trial Location	Address	City /State

Is the trial indoors or outdoors: Indoors Outdoors (circle one)

Ring #	Size of Ring	Surface	Ring #	Size of Ring	Surface
Ring #	Size of Ring	Surface	Ring #	Size of Ring	Surface

***** Please note, Jumpers must be run as the last class of each day at a one ring trial unless you obtain special approval from DOCNA (see page 3).**

A drawing/brochure/diagram of the facility is required, it must contain

- Facility area club/group is using, ring area (s), tenting/crating area, washrooms/area for port-a-potties, competitor/exhibitor parking (and approximate distance from crating area). Spectator area if available, concession/food outlets if on site.

Trial/Event Chairperson		Email:	
Address:			
City:	State/Province:	Zip/Code:	
Trial/Event Secretary:		Email:	
Address:			
City:	State/Province:	Zip/Code:	
Phone #	Fax #		
Other Trial/Event Contact (name/email):			
Club or Group Website:			

Dates of Trial/Event _____

Opening Date of Trial _____ Closing Date of Trial _____

Name of Judge (if known): _____

NOTE: Close date may NOT be earlier than 2 weeks prior to the trial date unless approved by DOCNA.

Will Day of Show Entries be accepted? Yes / No (circle one)

Trial Day 1 Date: _____ Day of the Week (example: Saturday or Sunday) _____

Events Offered:	Number of Rounds	
Standard:		Maximum of 2 per day
Jumpers:		Maximum of 2 per trial/event (*see below)
Gamblers – Traditional:		Maximum of 2 per trial/event (*see below)
Strategic Time:		Maximum of 2 per trial/event (*see below)
Snakes 'N Ladders:		Maximum of 2 per trial/event (*see below)
Trigility:		Maximum of 1 per Trial – no exceptions
North America Challenge:		Maximum of 1 per Trial (unless arranged with DOCNA)

Proposed Running Order for the day (list in order):

Trial Day 2 Date: _____ Day of the Week (example: Saturday or Sunday) _____

Events Offered	Number of Rounds	
Standard:		Maximum of 2 per day
Jumpers:		Maximum of 2 per trial/event (*see below)
Gamblers – Traditional:		Maximum of 2 per trial/event (*see below)
Strategic Time:		Maximum of 2 per trial/event (*see below)
Snakes 'N Ladders:		Maximum of 2 per trial/event (*see below)
Trigility:		Maximum of 1 per Trial
North America Challenge:		Maximum of 1 per Trial (unless arranged with DOCNA)

Proposed Running Order for the day (list in order):

Trial Day 3 Date: _____ Day of the Week (example: Monday) _____

Events Offered	Number of Rounds	
Standard:		Maximum of 2 per day
Jumpers:		Maximum of 3 per trial/event (3 day event only) *
Gamblers – Traditional:		Maximum of 3 *Gamblers per trial/event (3 day event only) (includes combination of both Traditional and Strategic Time Gamble) see *special approval
Strategic Time:		See above
Snakes `N Ladders:		Maximum of 2 per trial/event (*see below)
Trigility:		Maximum of 1 per Trial
North America Challenge:		Maximum of 1 per Trial (unless arranged with DOCNA)

Proposed Running Order for the day (list in order):

DOCNA offers the opportunity to offer up to 6 classes per day, this is a guideline, we ask clubs/groups to carefully consider the total number of runs that they are offering per trial. Although it is possible to have 18 classes on a 3 day weekend, we ask clubs/groups to carefully consider how taxing this might be on both the handler and dog. A guideline is included in Guide to Hosting a Trial on required classes and the procedure for adding additional approved classes.

All 2 day trials must include a North America Challenge event - *(note this is the base for championships, and should be priced in your premium to include the trial fee applicable with the final results), please ensure you read the trial run fees associated with this event)*

- **A club/group must offer one (1) challenge run per trial per 2 day trial weekend.**
 - A trial club/group may request **special approval** from DOCNA to hold additional runs of NAC; this will be reviewed on a case by case basis).

* Traditional and Strategic Time Gamble - Maximum of 2 per trial/event (3 for a 3 day trial)– **see *special approval**

* Jumpers - Maximum of 2 per trial (3 for a 3 day trial) – **see *special approval**

*Trial club/groups may offer additional classes by requesting one additional run of Traditional Gamblers or Strategic Time Gamble or Jumpers or Snakes `N Ladders per day/trial as long as they do not exceed 6 events per day or reached the maximum per class events allowed for the trial and have offered required classes and have not exceeded judges total allowed runs allowed. (Trials should not request more than 3 runs of Jumpers or 3 runs of Gamblers (includes both Traditional and Strategic Time Gamble) **see *special approval** - (Approval of these extra classes in done on a case by basis).

Special Approval

- Clubs wishing to deviate from the above event guidelines **must request special approval from DOCNA prior to trial application.** (i.e. request for more than maximum allowed of a event per trial)
- Clubs may be granted additional classes for trials based on area, promotion, etc
- *If you are applying for a extra round of one event, but do not have the maximum allowed of the one of the other classes, chances are it will not be approved!*
- Clubs may be granted additional classes for trials based on area, promotion, etc
- Procedure for adding additional classes, **prior to trial application** submit a email with your request to trials@docna.com along with number of days, which events are being offered and your request to add a class(es).
- If you have only one ring, you are required to run jumpers at the end of the day, deviations must be pre-approved by DOCNA prior to sending in this application.
- All requests will be reviewed by DOCNA on a case by case basis and DOCNA has the final decision/approval.

Trial Application Information

All 2 or 3 day trials must have at least one (1) round each of both types of gamble events (Traditional Gamblers and Strategic Time Gamble)

- Trial club or groups may choose to run both types of Gamblers on one day and both Jumpers on the other day or stay with 1 per day of each. In this situation, for timeliness of the trial, please plan to run the two gamblers on the Saturday and the jumpers on the Sunday
- The trial club or groups may offer up to a maximum of 6 events per day as long as they do not exceed maximum per class events allowed for the trial and have offered required classes and have not exceeded judges total allowed runs allowed. These events must include all divisions and levels being offered. Trial club or groups adding a full day on either Friday or Monday may add up to a full days worth of events to their premium. Trial club/groups offering ½ day on Friday or Monday may add 2 events of their choice.
- **Trial clubs/groups must provide an official measuring device that can measure within 1/8 of an inch.**
- **Fees that will be due after the trial**
 - Trial Dog Fees – \$1.00 for each run; this must be included with the Trial Final Information package going to Dogs On Course in North America, LLC.
 - **North America Challenge - \$7.00 for each run; this must be included with the final trial information package going to Dogs On Course in North America, LLC.**
- Clubs/groups must submit their draft trial premium to DOCNA for approval at trials@docna.com. Trial premiums must be submitted for review in unprotected MS Word format to DOCNA; pdf format will not be accepted. Once approved, clubs/groups may print and distribute to potential competitors/exhibitors/entrants in there choice of formats.
- Please review the show jobs in DOCNA’s official rulebook or the Guide to Hosting a Trial Document. Your trial/show committee, the key members of a club/group that will oversee the start up of the trial through to tear down of the trial should already be organized. The Trial Committee is responsible for assigning the task of Trial/Show/ Chairperson and other positions and assisting the trial chairperson with any information needed to coordinate and delegate a successful trial. They are also responsible for ensuring that there is a tear down plan for shutting down the trial after the completion of the last class. This will ensure that pre-arrangements are made for enough club or group members to be available for taking down canopies, loading equipment, trash collection, etc. **It is not acceptable to withhold competitor scores from the final class as means of enlisting tear-down help.**
- At check in, Completed measurement forms are to be collected and sent in with trial paperwork.

Special NOTE - Dogs On Course in North America, LLC requires all Trial club/groups to use only the Agility Unscrambled software for trials. ***No other software will be accepted.**

This software has all the features needed by the trial secretary and will allow DOCNA to receive trial results in a format that can be downloaded into the results database so that competitors can access their results online; necessary for minimal waiting to view how many Q's you have or what is needed to finish an Award level.

The Agility Unscrambled software is available at <http://www.agilityunscrambled.com/>. It is very intuitive and easy to use and completely manages your trial from start to finish.

*The events fee of \$10.00 per sanctioned event that is offered each day is due at the time an application is submitted

Number of days _____ X \$25.00 USA = _____

*Number of Events _____ X \$10.00 USA = _____

Total Trial Application Fees = _____

April 7, 2014 – MKM (added proposed run order, 1 ring trial runs jumpers last)