

ARIZONA POINTING DOG CLUB
TRIAL CHECKOFF SHEET

CHAIRMAN _____

CO-CHAIRMAN _____

DATE OF TRIAL _____

CO-CHAIRMAN _____

TYPE OF TRIAL(S) _____

Forms -

The following forms are needed:

- A. "Expense Report Form"
- B. "Brace Sheets"
- C. "Trial Rules"
- D. "Selecting and Being a Gunner"
- E. "Trial Preparation Guidelines"
- F. List of current Officers and Board Members
- G. Game & Fish and Forest Service Permits

Birds -

Three types normally used - Bobwhites, Chukar and Pigeon.

- A. Bobwhites are ordered prior to January for all the events of the upcoming year by the Field Events Committee.
- B. Chairmen need to contact Ron Horn to arrange pickup of Bobwhites. Ph.-623-582-1100.
- C. Other Birds can be ordered via the "Bird Source List" in the Newsletter.

Horses -

These are contracted by the Field Events Committee prior to the beginning of the Season. Compensation is to be \$80 per day per horse or equivalent entries (based on \$40 per brace).

Trailer -

Trailer has electric brakes and Sway Bar with 2-5/16 Ball hookup. General reimbursement - Brace Fee's depending on distance and if Round Trip. If person pulling Trailer is not running a Dog then equitable reimbursement should be agreed prior to hauling.

Water -

Water for trailer may need to be filled. The Flagstaff Giant service station is a resource for Flagstaff trials.

Club Web-Page -

Notify webmaster of information you would like posted to the web page. Email information to webmaster@azpdc.org. At conclusion of trial notify webmaster of the GUNDOG results for posting of top four placements. Submit scores on all dogs that ran by dogs name, handler and points awarded to dog. Show top four placements by score and clearly show who placed in any run-offs that may have occurred.

Newsletter - Notification should be in the Newsletter at least one month prior to the Trial. Notification needs to be submitted to the Editor by the 20th of the month prior to printing. If maps are necessary Editor may have copies of previous Trial Areas. Samples of Trial Entry Notifications can be taken from previous Newsletters.

Saturday Potluck - This has been a tradition for the Two Day Events. Propane and BBQ are provided in trailer. Designate “**A**” person to ensure propane is full.

Drawings - Entries should be mailed to the Chairman or designate. Generally, the Drawing for Braces is done the Wednesday or Thursday prior to the event. It is necessary to contact the Entrants for the first 3 Braces of each event for each day. Watch for those persons running multiple dogs in the same event. Some adjustments may be necessary. Applies to all AZPDC and Quail Invitational sponsored events. It is not suggested to allow phone entries or entries after the Drawing is complete.

Moneys - All moneys received for Entries are to be submitted to the Treasurer within Five Days of the event(s) with the “Expense Report Form”. Receipts need to be included.

Birds - Ron Horn will invoice the Club directly.

Horses - Wrangler will provide Invoice, pay prior to his/her departure.

Awards - Trophies/Plaques/Ribbons/Tags - Submit Bill/Invoice.

Trailer Puller - Check to be issued at end of event(s).

Miscellaneous - Check issued by Treasurer or designate.

Awards - Trophies/Plaques/Tags are generally ordered via Marty Elliott
Email President@azpdc.org.

A. Plaques are given to First Time Winners.

B. Tags are given to those who already have Plaques which are not filled.

C. Trophies/Plaques/Ribbons/Others - determined by Trial Chairmen.

Radios - Held by Field Events Chairman during the Off Season. During Trial Season kept in the Trailer. Walkie-Talkie's require 3 - AA Batteries.

Permits - Contact the Treasurer (Jamie Brooks - Treasurer@azpdc.org) regarding permits. These are requested and obtained before the first Event of the Season.

Membership - Coordinate with Secretary to confirm all Entrants are current with their Membership.

Misc. - Check for supplies - Propane, Porta-Jon's, Water, Birdseed, Batteries, Timers, Clip Board's.

Note - It would be wise to check with previous Trial Chairman regarding status of Trailer Supplies.

RESPONSIBILITIES

	<u>ITEM</u>	<u>PERSON</u>	<u>CONFIRMED</u>	
A.	AWARDS	_____	YES	NO
B.	BIRDS	_____	YES	NO
C.	BRACE SHEETS	_____	YES	NO
D.	FORMS	_____	YES	NO
E.	HORSES	_____	YES	NO
F.	MEMBERSHIP	_____	YES	NO
G.	MISC.	_____	YES	NO
H.	MONIES	_____	YES	NO
I.	NEWSLETTER	_____	YES	NO
J.	PERMITS	_____	YES	NO
K.	PORTA-JON	_____	YES	NO
L.	TPOTLUCK	_____	YES	NO
M.	TRAILER	_____	YES	NO
N.	TRAILER SUPPLIES	_____	YES	NO
O.	WATER	_____	YES	NO
P.	WEBPAGE	_____	YES	NO

** This is a general layout of the things and persons who need to be involved in the Trial preparation process. This may not be all-inclusive.*