

# DOGS QUEENSLAND

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## SCHEDULE CHECK SHEET

SECRETARIES / SHOW SECRETARIES PLEASE NOTE – THIS CHECK LIST IS TO BE USED WHEN COMPLETING ALL SCHEDULES. IF THE SCHEDULE IS SUBMITTED WITH ANYTHING FROM THIS LIST MISSING, IT CANNOT BE APPROVED OR PUBLISHED.

**ALL SCHEDULES ARE TO BE SUBMITTED THREE (3) MONTHS PRIOR TO THE MONTH OF ADVERTISING (e.g. A SHOW IN AUGUST IS ADVERTISED IN JUNE AND IS TO BE IN THE OFFICE BY 10<sup>th</sup> MARCH) , REGARDLESS OF WHETHER THE SCHEDULE IS TO BE ADVERTISED OR NOT.**

	<b>SCHEDULE FORMS</b>	
	<b>TOP SECTION (FRONT )</b>	
	CLUB NAME	
	PAGE SIZE	
	TYPE OF SHOW	
	<b>DAY &amp; DATE OF EVENT</b>	
	<b>STREET ADDRESS OF VENUE</b>	
	MONTH OF ADVERTISING	
	SHOWDAY CONTACT NUMBER	
	ENTRIES TO NAME & ADDRESS	
	ENQUIRIES NAME AND PHONE NUMBER	
	CLOSING <b>DAY</b> AND DATE	
	SPONSORS DETAILS (IF APPLICABLE)	
	ENTRY FEES AND CATALOGUE PRICE	
	<b>MIDDLE SECTION</b>	
	RING NUMBER	
	JUDGES NAME (IN ORDER OF JUDGING)	
	ORIGIN	
	GROUPS / BREEDS	
	<b>ENTRY NUMBERS (FROM SAME SHOW LAST YEAR)</b>	
	GENERAL SPECIALS JUDGE	
	START TIME AND CLASS / BREED / GROUP	
	<b>BOTTOM SECTION</b>	
	HANDLER'S TIME	
	CLASSES MARKED	
	HANDLER CLASSES & JUDGE	
	SWEEPSTAKES	
	ADDITIONAL INFO	
	<b>BACK OF SCHEDULE PAGE</b>	
	PRIZES AND AWARDS MARKED	
	SECRETARY SIGNED SCHEDULE	

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	<b>JUDGE'S CONTRACTS</b>	
	ALL CONTRACTS ATTACHED	
	JUDGE'S NAME & DETAILS	
	CLUB DETAILS	
	DATE / TIME / VENUE	
	GROUPS INCLUDING SPECIALS, SWEEPS, ETC.	
	ALL SIGNED BY SECRETARY	
	JUDGE'S EXPENSES MARKED	
	OTHER APPOINTMENTS NOTED	
	JUDGE SIGNED & DATED	
	<b>OTHER</b>	
	CHEQUE ATTACHED FOR ADVERTISING	
	SEPERATE SCHEDULE FOR CHAMP & OPEN	
	SEPERATE SCHEDULE FOR EACH DAY	
	SUBMITTED IN <b>DUPLICATE</b>	