

# Conditions

## **The Applicants agree and acknowledge:**

- that by submitting and signing this Application Form to host an Agility Association of Canada (AAC) sanctioned agility trial that they are knowledgeable of the published Rules and Regulations of the AAC.
- They furthermore agree to the stipulations set forth in this form, in the Official Rules and Regulations of the AAC and in other stipulations as may be set by the AAC Board of Directors.
- Failure of a member group or club to fulfill any portion of the requirements stipulated for sanctioned trials risks the loss of sanctioning of that trial (and future trials).

The AAC shall have the authority to grant or withhold approval of an application for a sanctioned trial. In the event that an approval is withheld, the trial hosting club shall have no claim against the AAC.

The AAC puts no restrictions on the number of trials, limited or unlimited, that can be approved for any given date. Trial hosts may, at their discretion, restrict their number of entries or classes offered.

## **Administration and/or Penalty Fees (payable to AAC):**

Established trial hosting groups may submit trial applications up to a year in advance of the trial date without judge and class information (note that all other information on the form is required). However, it is the responsibility of the club applying to host the trial to provide the judge and class information at least 6 weeks prior to the proposed trial date. A \$50 administration fee will be invoiced to the club for any changes (including event and judge information) made after the 6-week application deadline.

If the date is granted, and the Club fails to hold its trial on the date approved, the club will have to pay a cancellation fee of \$200. The club has the right to appeal this fee to the AAC by contacting their Regional Director with the reasons for cancellation. The fee may be waived in the event that extenuating circumstances left the Club with no alternative but to postpone or cancel the trial. No penalty will be applied if the Trial Approval Coordinator receives a cancellation notice more than 6 months prior to the first day of the approved date.

If two or more trials are approved for the same trial date within a one hundred (100) km radius, affected clubs may cancel a conflicting trial without penalty, provided such a request is made more than sixty (60) days before the trial date. Anything outside of this radius is subject to the cancellation fee, as outlined above.

Late applications, defined as applications received by the Trial Approval Coordinator after the six-week deadline, are allowed under the following conditions:

- It is received by the Trial Approval Coordinator at least 4 weeks before the first day of the requested trial date.
- The location and equipment have already been inspected and approved and judges and classes are finalized.
- Course Approvers have been arranged and have agreed to take a late submission.

- The club agrees (in writing), by e-mail to the Trial Approval Coordinator, to pay \$10 per course offered (to a maximum of \$150.00)
- That they have not exceeded the maximum of two (2) late applications for that calendar year (affects ONLY those trials held in the same calendar year as the late trial application).

In the event that a host group/club holds an agility trial prior to receiving official sanctioning, the host will be subject to a \$300 administration fee to ensure that the results will be recognized for the benefit of their competitors.

If the host group feels a fee was applied in error, the club has the right to appeal any fee by contacting their Regional Director with the reasons. The Board may waive a penalty fee for extenuating circumstances.

**Any club found to be in contravention of the following rule:**

**Section 2.4.2.:**

*“The trial secretary (or trusted designate) must keep the courses confidential until 2 hours before the start of the trial as stated in the premium list.”*

Will be subject to an escalating fine schedule payable to the AAC that will include:

**1st incident** = \$250 fine

**2nd incident** = \$500 fine

**3rd incident** = removal of Club’s trial hosting privileges for three years.

**The Applicants Agree:**

That in preparing for the sanctioned trial, the host group will:

- Ensure that the sanctioned trial applied for in this form is run in accordance with all AAC Rules and Regulations.
- Accept entries and maintain a waiting list. If a waiting list is necessary, it shall be based on the order the entries were received.
- Prepare the premium list and running order.
- Act as the on-site disciplinary committee to immediately resolve any incidents or complaints, as they can.
- Provide Incident Reports as needed, for those incidents or complaints that cannot be resolved by the host group on site.
- Refer to the DC Standard Operating Practices document.
- Confirm with all contracted judges in writing (e-mail is acceptable) the following:
  - A listing of all classes to be judged.
  - A list (including dimensions as may be required) of all available obstacles.
  - A map of the ring including dimensions, obstructions, and gate positions.
  - Travel and accommodation arrangements.
  - Any other arrangements, as agreed upon by club and judge
- Arrange for timers, scribes, gate steward, results secretary, course builders and other ring crew as may be required.
- Provide at the trial site a measuring wheel, a smooth level surface for measuring the dogs and dog measuring device(s), first aid kit, stop watches, score pads, etc. as may be required.

- Ensure that all equipment conforms to AAC standards. If any obstacle is not to standard and cannot be corrected or replaced, any class affected will not be allowed for titling purposes and a Trial Report on the non-conforming equipment must be filled out and sent in to the AAC Administrator. Until corrected and approved, future trial application approvals may be withheld.
- Ensure a vet is on call or Emergency Vet Services are available.

### **The Applicants Agree:**

That their TRIAL RESULTS submitted to AAC for the sanctioned trial will adhere to the following:

- Trial score results must be received electronically within 8 calendar days from the last day of the trial.
- Trial organizers should submit their results electronically by e-mail to registrar@aac.ca. Acceptable result formats are MS Word /Excel/pdf.
- The Statement of Trial Fees should also be e-mailed or submitted via the online form on the website indicating method of payment, (e-transfer, PayPal or credit card).
- Trial Results shall be retained by the host club for a period no less than one (1) calendar year from the trial date (this includes all scribe sheets).
- The Incident/Trial Report must be filled out and submitted electronically to the AAC Administrator no later than two (2) weeks after the final day of the trial, even if no incident occurred.
- Ensuring the two (2) week deadline will not only expedite official complaints (any dismissal of a dog from the ring or the trial site for aggressive behaviour must be reported and will automatically initiate an official complaint) to the Disciplinary Committee but will also allow AAC to track trial trends or issues in an ongoing effort to make the trialing experience better and/or safer for competitors, spectators and hosts.
- If no incident occurred, *only submitting the “no incident form” is required.*

### **Trial Results**

Any missing information or fees, as outlined below, will constitute late results and all overdue accounts will be charged 2% per month, compounded monthly. Until arrangements to submit late fees and/or results are made with the AAC (through the Trial Results Coordinator), approval of future trial applications will be withheld.

### **Trial Results Coordinator must receive the following:**

- Qualifying Dogs Report
- Number of Runs Judged Report
- Completed Jump Height (dog measurement) Forms.
- Completed score/results sheets signed by the Trial Secretary (one signature required - email address will be considered the signature required)
- A complete exhibitor list that includes the AAC ID number, dog's name, breed, owner's name and address (including postal code) for each exhibitor.
- A completed Statement of Trial Fees form. Effective Jan. 1, 2020 the current rate is \$2 per run, for all levels (except Junior Handlers, FEO and refunded DNR runs – see statement of trial fees form) and for all events. Note that the fee for a single team relay run is \$4.00 (i.e. \$2 per dog).

**All fees are subject to taxes:**

5% GST ... BC, AB, SK, MB, QC, NU

13% HST ... ON

15% HST ... NS, NB, PE, NL

**Trial Applicants**

The Applicants and the Host Group/Club must be members in good standing of the Agility Association of Canada for the application to receive approval.

By checking below and typing your name (you are confirming that you have read and understood the above and the submitted information is correct. The Applicants and the Host Group/Club must be members in good standing of the Agility Association of Canada for the application to receive approval.