



## Judge Show Agreement

### SHOW DETAILS

Name of show:

Venue and address:

Show convenor:

Phone

Email

### DETAILS OF JUDGE

Name of judge:

Phone

Email

### TRAVEL AND MISCELLANEOUS EXPENSES

AAA will book airfares and accommodation [if required] once the Region has approved the show budget and completed the AAA Covid Plan.

If road travel is the choice of transport, mileage to and from the event will also require prior approval. (Note that the cheapest form of available travel must be used, and reimbursement for mileage will be to a maximum value of the appropriate alternative flight. Please consider hiring a car if convenient, appropriate and cheaper).

Billeting a judge to save on motel expenses MUST be discussed with the judge prior to acceptance.

Meal expenses during the event are covered by the judge's daily per diem.

The Convenor agrees to promptly approve reimbursement of agreed expenses to the judge as soon as possible after receipt of claim form together with relevant supporting documents.

### AGREEMENT

The judge agrees to the following terms and conditions:

- To judge the show to the highest standard of his/her ability and at all times present him /herself in a professional manner befitting an AAA Ltd. accredited judge.
- To judge the show within the rules and guidelines set forth by AAA Ltd.
- To submit reimbursement claims within 14 days of the show.
- To agree to pre testing for Covid if asked by the convenor
- That all travel is at their own risk, including additional expenses due to Covid restrictions or quarantine. Any decision not to accept a judge appointment because of this COVID risk is understood and respected.

### SIGNATURE

The AAA Ltd appreciates you agreeing to judge an AAA Ltd. show and this *Judging Agreement* acts as confirmation of your appointment as Judge for the show detailed. This agreement confirms that you have qualifications which are recognised and endorsed by AAA Ltd and are a current AAA member.

Please complete and sign this agreement within 7 days and send to the show Convenor. (Email is an acceptable mode) Upon receipt, your copy will be signed and returned to you.

The Convenor will send a copy of the forms signed by the Judge and Convenor to AAA [[info@alpaca.asn.au](mailto:info@alpaca.asn.au)] along with a travel request form to track approved expenses and book travel arrangements, if required. Please note Ag Societies may arrange travel directly and if so, this does not fall under the responsibility of the AAA.

Convenors – please advise AAA if the show society will be arranging travel and/or accommodation. Yes No

Signed by Judge

Date: / /

Signed by show convenor

Date: / /

### ANTICIPATED EXPENDITURE BY JUDGE (please discuss with convenor)

To establish timelines for the show with judges, convenors should discuss and consider maximum number of entries to be judged per day according to show rules, and any WHS Issues for judges needing to drive more than 2 hours before or after the show. Please list anticipated expenditure to assist Convenor's show budget. Please arrange booking taking into consideration Covid circumstances which may necessitate making bookings closer to the event due to potential cancellation.

SUNDRIES:

Parking \$

Other