

STEWARDING

OUTSIDE

When you get to the show, find me to let the Chief Ring Steward know you have arrived. You should be there at least 30 minutes before judging in your ring begins. You will have a ring assignment before you get there, either by phone or email.

Your primary responsibility is to hand out armbands to the exhibitors in your ring.

A sign will be posted on the pole next to your ring with the times, breeds, and numbers of the dogs entered in that ring.

Tag your pages with what breeds will be shown in your ring.

Keep all armbands in catalog order.

The exhibitors will come to you, tell you their breed, and hopefully tell you what class they are in. Sometimes they will tell you the dog's armband number. As you hand those out, place a checkmark by the number in the book to show that they have checked in. You will probably have to compare your book to the inside ring stewards. If they are reported absent by the exhibitor, tell the inside steward their number and class and hand them the armband.

INSIDE

When you arrive, find the Chief Ring Steward to let me know you're there.

Pick up the bag from the superintendent containing the armbands, ribbons, judge's book, etc. Wear your steward's badge in the bag you get from the superintendent. If you have an outside steward, give them their badge to wear.

Check your ring for hazards, globs of hair, or anything else that might impede judging.

When you get to your ring, lay the ribbons out and put the judge's book on the table. If trophies are offered in a class, there should be a card stating what they are for. Place those with the coordinating ribbon that they go with. Introduce yourself to the judge and ask them if she wants the dogs in catalog order and how they want them set up. Some judges prefer to pull their ribbons, but only a few will do that. They may give you some other instructions. Judges may require a ramp or table to examine the dogs on, and the superintendent should have those at the ringside move into the ring. Ask your outside steward or anyone handy to help move those into the ring.

You will also have a steward's book, and make sure you mark placements, absentees, or move-ups. The judge may ask you to verify what you have. Call out the class name, state that it is in catalog order (or whatever the judge wants), and the numbers. Call the numbers twice. DO NOT call the numbers out. If no one shows up, tell the judge or judge's put the armband on the judges book. Never. All out the name of the dog. Once the judge has made their placements, you should walk the steward' line and mark your stewards book of the posts. Tell the judge if an exhibitor places but leaves the ring before the award. Do not go after them.

The judge is responsible for marking their book according to what armbands they see. Do not make any changes or corrections in the judge's book. If someone enters the ring with the wrong armband number, approach them and tell them it is incorrect.

Late arrivals and handler changes. The judge must make decisions to allow latecomers into the ring. Stewards must only instruct exhibitors if they know the judge's decision. If the exhibitor becomes argumentative, discuss it with the judge but not until they finish individual exams and gaiting.

Change of handler. A change is permitted until all dogs have been individually gaited. However, it is up to the judge to confer with them.

Large classes. The judge may split the class and temporarily excuse part of them. Tell the exhibitors to stay near the ringside. Please note the armband numbers of the dogs that need to come back in the ring, and make sure you check them off when they do return.

Keep your steward's book for one year.

Pick up all ribbons and the judge's book during lunch. Don't leave anything in the ring.

After judging is complete in the ring you are stewarding for, return any unused ribbons, trophy cards, etc., to the Superintendent. Ensure the judge has answered all the questions on the front of his booklet. The judge **MUST** return his judge's book to the super.

Go to Winners and Reserve

If a question arises relative to unfamiliar rules, call for the Chief Ring Steward or the AKC Field Rep.

You may need to contact the show photographer or superintendent thru the walkie-talkies.

Words of caution.

You are there to help the judge and not advise.

Do not discuss dogs or exhibitors with the judge, and **NEVER** show the catalog to the judge.

You cannot steward for a judge you may be exhibiting to in the breed ring or group. Tell the Chief Ring Steward before the event if you are showing dogs.

In this day and age, there can always be a disgruntled exhibitor. If someone in the ring complains or gets argumentative with the judge, make sure you listen to the exchange and observe any issues. You might be asked to be a witness to the behavior of the exhibitor.