

Guidelines for Regional Awards Show

ORIGINAL COMMITTEE MEMBERS

Chairman: Wilma Van Scoyk
Members: Martha Auspitz
Susan Ernst
Beth Holly
Camelle Chaney

GUIDELINES

I The Regional Director (R.D.) is the chairperson

1. R.D. appoints the Regional Awards committee
2. R.D. appoints the host club(s)
3. R.D. appoints the regional raffle chairperson
4. R.D. is responsible for securing donations of/for rosettes for the regional show from region clubs.
R.D. may do either of the following options:
 - A. Clubs may donate ring rosettes and need to provide and set up these rosettes at the Great Lakes Regional Show.
 - B. R.D. may appoint a person to order ring rosettes.
Clubs must provide this person with a written agreement for ring rosettes and a check for the appropriate amount by April 15 of that year.

II Format:

The Great Lakes Regional Show shall be a 6 ring show, 4 allbreed and 2 LH/SH specialty rings. If HHP's are included in the regional show, host club(s) need to notify R.D. as soon as they know. Also, they need to let the R.D. know if the HHP's are top 5 or top 10.

III The Great Lakes Region shall:

Begin early to do the following

1. Select Judges:

Vote on the 6 judges at a regional meeting Four of the six Judges for the Great Lakes Regional show shall be Great Lakes Regional judges. In the event that the regional director is a judge, he/she shall not judge the Great Lakes Regional Show. In case not enough Great Lakes regional judges cannot judge the Great Lakes Regional show, then more than two judges from outside the Great Lakes Region may be invited.

Guidelines for Regional Awards Show

IV. The host club(s) shall:

Begin early to do the following (as soon as it is known who will be the host club(s)):

1. Secure a show hall
 - A. CFA insurance coverage
 - B. Details: fees for tables, chairs, electricity, security, P.A. system, concession, and hospitality billing.
2. Secure a show hotel

NOTE: Consider proximity of show hotel to show hall.

 - A. Contract for room rates and blocks of rooms for exhibitors.
 - B. Book judges rooms and ask for master billing.
3. Secure banquet facilities and caterer.

NOTE: Consider proximity of banquet facilities to show hotel and show hall.

 - A. Check on size of the room.
 - B. How many will a table sit?
 - C. MENU and cost per person.
 - D. 6 eight foot tables for regional awards.
 - E. A large centerpiece for decoration on awards tables
 - F. PA and audio visual systems. Equipment:
 - i. 1 Screen
 - ii. Slide projector with extra bulb or extra projector.
 - iii. Microphone
 - iv. Podium

NOTE: Communicate with the chairperson of the Regional Awards Committee!
4. Select an entry clerk.
5. Contract for cages.
6. Select Show Committee early:
 - A. Show Manager(s)
 - B. Show Secretary
 - C. Show Treasurer
 - D. Banquet Chairperson
 - E. Publicity
 - F. Vendors
7. License show with CFA.

NOTE: Do this as soon as judges contracts are returned.
8. Choose your theme (if one is to be used). Do this early and let the Regional Director know as soon as possible.
9. Flyers
 - A. Try to have them out by end of February
 - B. Look through CFA show rules to make sure particulars are current and correct.
Don't forget the CFA logo!
 - C. Make sure banquet information and reservation form is on the regional show flyer.
10. Publicity
 - A. Coupons in the newspaper.
 - B. Make every effort to get TV and newspaper coverage on Saturday.
 - C. Posters

Guidelines for Regional Awards Show

11. Miscellaneous:

- A. First aid kit
- B. Master clerk/ring clerks/stewards
- C. Decorations for show hall
- D. Show room supervisor
- E. Benching
- F. Gate
- G. Deodorizing
- H. Litter/litter pans/food
- I. Paper towels/disinfectant
- J. Judging schedule
- K. Set up and tear down
- L. Printing of the catalogue
- M. Ribbons (flats)
- N. PA system
- O. Regional raffle done by Regional Raffle Chairperson and committee.

V. Accounting for the Great Lakes Regional Show

The host club(s) shall set up a separate account in the name of the Great Lakes Regional Show, and all regional show funds will go through this separate account. Such funds will include entry fees, which should be made out to the Great Lakes Regional Show.

The host club(s) will provide the initial seed money for this account. This account shall be closed out within 90 days after the regional show. Upon closing this account, the host club(s) will take back their seed money and send all profits to the Great Lakes Region treasurer. At this point the host club(s) will also send a full accounting of funds including the bank statements.

NOTE: In the case that the host club(s) need help in getting the initial seed money, then the host club(s) may contact the Great Lakes Regional treasurer and such monies will be supplied.

VI. Regional Awards

1. The regional awards shall be:
 - A. Best -- 25th Best Cat
 - B. Best -- 20th Best Kitten
 - C. Best -- 20th Best Cat in Premiership
2. All Cats who earned a Distinguished Merit (D.M.) in that show season.
3. Best and 2nd Best of Breed or Division
4. Best of Color (50 point minimum for eligibility)

Guidelines for Regional Awards Show

VII Regional Awards Committee (R.A.C.)

1. Host club(s) please communicate with R.A.C. chairperson.
2. R.A.C. chairperson will order regional award rosettes and trophies.
3. Rosette Colors
 - A. Show years ending in even numbers (e.g. 1989-1990, 1991-1992)
Black background for all:
 - i. Championship -- Gold with Gold Print
 - ii. Kittens -- Silver with Silver Print
 - iii. Premiership -- Bronze with Bronze Print
 - B. Show years ending in odd numbers (e.g. 1990-1991, 1992-1993)
White background for all:
 - i. Championship -- Gold with Gold Print
 - ii. Kittens -- Silver with Silver Print
 - iii. Premiership -- Bronze with Bronze Print
 - C. Distinguished Merits are White on White with Gold Print in every show year.
4. R.A.C. shall have up to \$300 to spend on a special gift or service award, e.g. a gift for an outgoing regional director or any other person who has contributed appropriate services to the region. The Great Lakes Region treasurer shall be informed of this expense, if used.
5. Other:
 - A. R.A.C. will help set up the regional awards for the banquet and also help with the presentation of awards.
6. R.D. will appoint people to do the following:
 - A. Order regional awards, rosettes, and breed flats.
 - B. Notify regional winners and request slide(s) and a photograph.
 - C. Compile and print the regional awards booklet.
 - D. Compile and read at the banquet: a list of Grand Champions and a list of Grand Premiers. (This latter is unnecessary if we have a slide presentation with the names of the Grand Champions and Grand Premiers during the dinner portion of the banquet.)
 - E. Compile slide presentation.
 - F. R.D. is in charge of the regional awards program.
 - i. Master of Ceremonies
 - ii. Announce Grand Champions and Grand Premiers, if necessary
 - iii. Presenters -- including judges to help.
 - iv. Organize Breed and Color Class awards.
 - v. Show slides.
7. In case of a duplicate award and rosette (i.e. multiple owners), the region will furnish one award and one rosette. The owner(s) would pay for additional awards and/or rosettes.