

HINTS FOR STEWARDS

1. Be familiar with the Schedule and the conditions of each Class and advise the Judge accordingly.
2. Ensure that all exhibits presented for judging are brought before the Judge. Ensure that judging does not take place before the stated time.
3. Ensure the exhibit numbers are clearly visible.
4. Write 'absent' in Steward's Catalogue against the number of exhibit not brought forward for judging.
5. Stewards must not discuss the quality of an exhibit with the Judge.
6. Ensure that the Judge marks all awards correctly and also marks an emergency award in the Judge's Book, for use if required.
7. Ensure that proper decorum is kept in the judging area and that unauthorised persons do not enter. If unauthorised persons should enter, judging must be deferred until they leave.
8. A Judge may consult the Society's Veterinary Officer at any time. No protests are allowed on Veterinary grounds.
9. A Judge can withhold an award of a first or any prize if he or she is of the opinion that the exhibit is not worthy of the prize. Certificates of merit may be awarded if the Judge considers competition merits such awards.
10. Consult the Chief Stewards if in any doubt.
11. On completion of judging, return completed Steward's Books and surplus ribbons immediately to Secretary's Office. Accompany Judge to President's Room or to luncheon.
12. Always be punctual and neatly dressed.

