



Itemized Changes Contained in Affiliate Handbook Ver. 1.6

Changes to the Handbook

- **Added Hosting a Mock Trial Section - Page 4**

Hosting a Mock USCSS™ Trial

Those Affiliates who do not have prior experience hosting Scent Work trials will need to host a mock USCSS™ trial before being approved to host a sanctioned event. Doing so will give these Affiliates the opportunity to walk through the process and work out any “bugs” before hosting a sanctioned trial. USCSS™ is always available to provide any support and guidance to help ensure the success of every Affiliate. Furthermore, these mock trials can help build interest in USCSS™ trials in the Affiliate’s area, resulting in a larger turnout for their debut sanctioned trial.

USCSS™ urges all Affiliates to give themselves a minimum of a 3-month lead-up for their proposed trial. It typically takes this amount of time to complete the necessary advertising, promotion and preparation to put on a successful Scent Work trial. Competitors will also typically need this much time to have openings in their calendar to attend a dog sport event.

- **Clarified Language for Multi-Level Trials - Page 6**

Multiple Level Trials

Multiple level trials are allowed. Lowest level entries are to be run first. Competitors may run one titling dog and all other will be run for exhibition only (FEO). Titling dog must be run first in any Trial. When hosting a multi-level trial, Affiliates must list on the Premium whether there will be separate search areas for each level or if the same search-area be used for each level, with hides being added to the lower-level Classes in preparation for the upper-level competitors.

- **Clarified Language for Judging Fees - Page 6**

Judging Fees

All fees are to be negotiated and finalized between the Judge and the Affiliate. As a **guideline**, USCSS™ **suggests** Judges are paid \$150.00/day or receive a per dog fee. Travel may also be compensated, but this again is up to the Affiliate and Judge to decide. Each Affiliate and each trial may have different arrangements and agreed upon terms. Any and all agreed upon fees are paid by the Affiliate. As USCSS™ continues to grow, trial entries will increase, thus allowing for larger and more robust trials. USCSS™ encourages Affiliates to account for this fact by including a provision in the written contract between themselves and the Judge specifically outlining what additional compensation will be given and in what circumstances. For instance, if a trial swelled from 35 dogs to 75 dogs, the Judge



may be awarded an additional flat fee or an additional fee per dog over a certain limit. Again, the details of this compensation should be negotiated and finalized between the Judges and Affiliate. USCSS™ leaves all negotiations up to the Judge and Affiliate to finalize before each individual sanctioned USCSS™ event. Affiliates are also welcome to barter with officials to determine a way to compensate for their services. For instance, if an Affiliate regularly hosts Agility trials with overflowing entries, and the Judge is interested in running three of their dogs in this trial, the Affiliate may opt to waive the entry fees for this Agility trial in exchange for the Judge officiating the USCSS™ trial. USCSS™ leaves the details of these compensation agreements solely up to the Affiliate and Judge.

- **Clarified CSDs Fees - Page 7**

- CSD Fees**

- All fees are to be negotiated and finalized between the CSD and the Affiliate. As a **guideline**, USCSS™ **suggests** CSDs are paid \$200.00/day or receive a per dog fee as they are a pivotal part of the successful running of the trial. Travel may also be compensated, but this again up to the Affiliate and CSD to decide. Each Affiliate and each trial may have different arrangements and agreed upon terms. Any and all agreed upon fees are paid by the Affiliate. As USCSS™ continues to grow, trial entries will increase, thus allowing for larger and more robust trials. USCSS™ encourages Affiliates to account for this fact by including a provision in the written contract between themselves and the CSD specifically outlining what additional compensation will be given and in what circumstances. For instance, if a trial swelled from 35 dogs to 75 dogs, the Judge may be awarded an additional flat fee or an additional fee per dog over a certain limit. Again, the details of this compensation should be negotiated and finalized between the Judges and Affiliate. USCSS™ leaves all negotiations up to the CSD and Affiliate to finalize before each individual sanctioned USCSS™ event. Affiliates are also welcome to barter with officials to determine a way to compensate for their services. For instance, if an Affiliate regularly hosts Agility trials with overflowing entries, and the CSD is interested in running three of their dogs in this trial, the Affiliate may opt to waive the entry fees for this Agility trial in exchange for the CSD officiating the USCSS™ trial. USCSS™ leaves the details of these compensation agreements solely up to the Affiliate and CSD.

- **Added Language Regarding HiT Awards - Page 8**

- HiT Awards**

- These awards should be broken up by level for each trial. For instance, if an Affiliate is hosting a Novice and Intermediate Variable trial, they will award Overall High in Trial and 2nd - 4th Overall Placements in both the Novice and Intermediate trial separately. The High Champion and High Rescue awards apply to the entirety of the trial. Therefore, in a Novice and Intermediate Variable trial,



there would be one High Champion of Record and one High Rescue. Affiliates may opt to forgo giving HiT awards in those trials which have less than 25 dogs entered, or 125 runs. This language **must** be included in the Premium. Affiliates are expected to have these awards on-hand should more than 25 dogs, or 125 runs, be reached the day of the trial when Day of Show entries are accepted.

- **Added Score Sheet Section - Page 9**

- **Score Sheets**

- In an effort to keep costs down and be “green”, while maintaining a hard record of the results from each trial, USCSS™ requests all Affiliates have three-ring binders to hold the individual Score Sheets from each Class and Game held at a trial. Competitors may then take photographs of these Score Sheets at the end of the trial, if they wish. Affiliate should keep these Score Sheets for a span of (1) year, should any questions or discrepancies arise from a dog’s results.

- **Added HiT Prizes to Pre-Trial Checklist - Page 13**

- Order HiT prizes. Affiliate may choose from any of the official HiT awards. We are working on adding more options for the future.

- [HiT shirt here](#). Affiliates may want to order two in each size.

- HiT medals - contact us at info@uscaninescentsports.com for pricing.

- USCSS™ logo hat

- [Mens](#)

- [Womens](#)

- USCSS™ logo shirt

- [Mens](#)

- [Womens](#)

- [USCSS™ logo tote](#)

- **Lands’ End offers frequent free logo and shipping offers. Look out for these offers when placing your order.**

- **Added Thanking Officials, Volunteers and Competitors to Post-Trial Checklist - Page 13**

- Thank your officials, volunteers and competitors after the trial. Some Affiliates provide thank you cards, small gift bags or a nice mention on social media. Gifts are not required and USCSS™ leaves the method up to each individual Affiliate.