



## **Area A Horse Show Advisory Committee**



### **HORSE SHOW JUDGES CHAIR**

#### **Basic Function**

To ensure that qualified, and respected judges are secured for the show

#### **Specific Responsibilities**

- Work with the show chairs to select judges for each event
- Work with the agent liaison and secretary to send a letter to the judge, specifying the:
  - Date/time of the event,
  - Event(s) they will be responsible for judging,
  - When you will need copies of any patterns (for the pattern book), as well as a list of any obstacles or equipment needed
  - And the fee negotiated for their services
  - Include a copy of the rule book, or a link where they can download one, as well as directions to the event facility
  - For dressage, find out whether they will bring a scribe or if the show chair will need to provide one
- On the day of the show, be there early to greet the judges and orient them to the facility.
- Introduce them to the show chair and review their judges' packet with them.
- Give them instructions about breaks and lunches (the committee usually pays for their lunch)