

Post DOCNA Trial Requirements

Dogs On Course in North America, LLC Trial Reporting, what is involved?

The club/group must submit via email a finished catalog of results (generated by the DOCNA trial software) to Dogs On Course in North America, LLC at showresults@docna.com and the other reports listed below within 7 days after your trial; additionally a hard copy of the catalog as well as the trial fees and exhibitor list with mailing address/phone/email updates must be postmarked within 10 days after the trial.

What needs to be sent to Dogs On Course in North America, LLC?

Via Regular Mail:

1. Course Copies with any changes supplied by the judge(s)
2. An updated exhibitors list (verified by each competitor at check in), including the names, mailing addresses, phone number, and email address
3. A copy of the completed trial catalog
4. Any unpaid dog registrations collected from competitors (check made out to DOCNA)
5. Trial Dog Fees – \$1.00 for each run, this is to be included with the Trial Final Information package going to Dogs On Course in North America, LLC. Trigility is equal to 3 runs therefore the fee is \$3.00.
- 6. North America Challenge - \$7.00 for each run, this is to be included with the Trial Final Information package going to Dogs On Course in North America, LLC.**

Via Email to showresults@docna.com:

1. Show/Event Form - Review of performance of show typically filled out by the show chairperson or secretary (can be emailed or printed).
2. The following reports that are generated by the Agility Unscrambled trial software – put in pdf format:
 - Exhibitors list
 - Pending Registration Numbers (even if blank)
 - Trial Statistics
 - Judges Report
 - DOCNA Report
 - Electronic file
 - Your actual trial database: This will be found under your Agility Unscrambled trial databases and is an .mdb file. Contact info@docna.com if you have questions.
 - Competed catalog generated by the Trial Software
 - The catalog must list the Trial Club/Group, Judge(s), Event, Level and Division on each page. In addition, the SCD (course distance) and the SCT (standard course time) both provided by the judge for each event. The catalog must include the dogs name, dog's time for the event, time faults if occurred, course faults if occurred, and a total of all time and course faults.
 - The catalog must include the dogs (call name), the last name of the owner, the dog's DOCNA registration number.
 - Email out individual confirmation results to each competitor from Agility Unscrambled. This must be done within 3 days of last day of the trial.

Other:

- In addition to all the information that is submitted to DOCNA, copies of Scribe Sheets and other trial paperwork (catalog and reports) are to be held by the club for 1 year.
- You may post the completed catalog results to the club/group website for competitors to view.