 Tanana Valley Kennel Club, Inc.

 PO Box 72019

 Fairbanks, Alaska 99707

Tanana Valley Kennel Club (TVKC) hereby retains NAME (AKC Judge #) to judge at its All-Breed Show(s), Obedience, and Rally Trials to be held on DATES pursuant to the rules of the American Kennel Club (AKC).

Conditions of the agreement are as follows:

1. TVKC agrees to compensate the Judge for the agreed upon fee of $FEE per day. Note: TVKC issues W-9’s.

2. TVKC agrees to reimburse the Judge for the following expenses, in the event TVKC has not arranged to pay for them directly:

* Hotel accommodation for nights judged plus up to 2 additional nights.
* Basic airfare to and from Fairbanks, Alaska via the most direct route. If the point of departure or return destination differs from the judge’s hometown, TVKC will pay round trip fare from their hometown to Fairbanks or actual travel fare, whichever is less. TVKC is not responsible for additional costs of Upgradable, First Class, Premium Class or other airfares, or for seat class upgrades, above the basic coach fare rate.
* Ground transportation while in Fairbanks for all TVKC scheduled activities. Sightseeing, personal errands, etc. are not the responsibility of TVKC. Use of the 24-hour shuttle to and from the airport to the hotel is free; should a judge choose to take an alternative mode of transportation any additional expense will be paid by the judge. (Airport, hotel, and show site are within approximately 6 miles of each other.)

3. TVKC will reimburse the following items on receipt of a written, legible, itemized invoice to include date, location, and purpose of expense, and accompanied by receipts where applicable. Submit these items to the hospitality chairperson or assistant show chair as soon as possible for reimbursement.

* Ground transportation to and from airport in hometown.
* Meal allowance up to $50 per day for each day of judging (lunch is provided by TVKC) and an additional stipend up to $50 for meal expenses incurred while traveling to and from Fairbanks, where applicable.
* Airport parking
* Customary additional expenses incurred which are directly related to this assignment will be paid by TVKC; expenses which are non-customary or possibly in question, must be pre-approved by TVKC.

4. Family members are welcome and TVKC will provide assistance in making arrangements whenever possible. However, it must be clearly understood that TVKC will pay only those expenses normally incurred by a judge traveling alone. If a married couple/partners are both members of the judging panel, expenses will be covered at the normal rate of a traveling couple (double room vs. 2 single rooms, etc.). Hotel rooms will be paid for in advance; therefore, any additional expense will be paid by the Judge.

5. TVKC members typically generously donate Alaska Airline Companion Fare Coupons for the purposes of reducing airfare for our judges. If you are a couple that is judging for us, or if you wish to bring a spouse, partner, or friend, usage of these coupons is mutually beneficial. The TVKC member who holds the coupon must make the reservation for both people at the same time and they must have an identical itinerary; and Alaska Airlines (the only airline that flies into Fairbanks year-round) or an Alaska Airlines partner must be utilized. With the purchase of one round-trip airfare, the coupon allows the second person to fly for approximately $125. If both people are judging for us, this saves the club the cost of nearly one airfare. If the Judge is flying with a non-judging companion, the total fare will be added up and TVKC will split the total cost with the Judge, reducing each fare by nearly half, saving both the Club and the companion a significant cost. We very much appreciate the opportunity to use these coupons whenever possible, please contact us about this prior to reserving your flight(s).

I agree to judge at the TVKC All-Breed Dog Shows to be held from DATES in Fairbanks, AK. I understand that I may be assigned to judge any breeds or groups for which I am approved or provisional, as well as NOHS and special exhibition competitions. A copy of my judging assignment will be forwarded to me after it is finalized by TVKC and approved by AKC, at which time my actual dates of judging will be confirmed. (Note: assignments are dependent on how many Groups and which Groups a judge is approved for; this may result in a judge being assigned to shows on 1, 2, or all 3 days.)

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Judge’s Signature Date

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TVKC Representative’s Signature Date

TVKC, P.O. Box 72019, Fairbanks, AK 99707