

Atlanta Pet Fair General Rules and Information

REGISTRATION:

REGISTER EARLY OR YOU MAY BE DISAPPOINTED!

- Register online, the earlier the better.
- Provide an email address that you or someone you know checks frequently.
- Communication is by email only. Questions should be addressed to judy@wpamail.org
- A registration summary will be forwarded by email. Registration is not confirmed until payment is received!
- Registrations will be accepted until the maximum occupancy of 50 per each regular class is reached, or until Noon (EST) February 19, 2015.
- Special Classes may have a smaller maximum capacity (See Specific Special Class Rules).
- Should an entry be for a class that is at capacity, notification will be sent that the entry will be placed on a waiting list.
- Registration fee must be paid with guaranteed funds (such as credit card, cashier's check, or money order). It is each competitor's responsibility to print the confirmation receipt of entry and get a confirmation number. If confirmation is not received by e-mail please contact judy@wpamail.org before the deadline of Feb. 19, 2015 at 5 pm.

COMPETITORS

- Competitors will be provided with a free "Trade Show Package" with registration. Exception: this does not apply to "Smock it " contest entries.

ASSISTANTS

- Assistants must be pre-registered or pay a 20% higher price at the door

DOG PROVIDERS

- **ALL DOG PROVIDERS MUST BE PRE-REGISTERED!**
- Providers of dogs for booth demos, lectures, or competition will not be "comped" or allowed unregistered access to the show.
- Providers must pre-register prior to Noon (EST) February 19, 2015; or the competitor must submit registration on their behalf.

ARRIVAL:

- Providers, Contestant and assistants who are registered for the show must first pick up their badge from the APF Pre-Registration Desk before proceeding to the Security Entrance.
- Competitors must meet any dog provider who is not registered or attending the show at the APF Security Entrance in order to receive the dog(s). Unregistered providers will not be allowed entry to the show.
- Providers and Competitors should be sure to exchange cell phone numbers prior to the show in order to simplify the "meetup" process.

DOGS

- If possible, stop at a rest stop en route and walk dogs prior to arrival at the hotel.
- Dogs should only be on hotel property if they are being utilized for competition, in-booth demos, or by speakers for specific lectures.
- Dogs may not be "walked" around Convention Center. **Dogs must be crated at all times** and must remain in their Hilton hotel room, in vendor's booth, or in care of speaker.

- The APF provides a “holding facility” for demo dogs under the Supervision of a Speaker and Competitors who have multiple competition classes on a given day and are not staying at the Hilton. Space is extremely limited, so you are encouraged to use the facility as a last resort. The facility is open 9am - 6pm on Thursday, 6am - 6pm Friday-Saturday, and until 4pm Sunday.

HOTEL RULES / GUIDELINES:

Smoking is not permitted in the public areas of the hotel.

Beverages are not permitted in the building, unless they are in “spill-proof” containers.

PARKING & MOBILE VANS:

- The Hilton is limiting over-size parking to a maximum of 10 vehicles, who must each have a parking pass. First-come-first-served. Parking fee is \$30 per day per space that the vehicle requires. There is also a surcharge of \$30 per day if you are not staying at the Hilton. There are no water/electrical hook-ups available . . . just parking. Do not expect to be admitted to Hilton oversized parking without a pass.
- Oversized Parking Pass Form can be found online under “Exhibitor Information.”

PET OCCUPANCY FEE:

- The Hilton is limiting pet occupancy to a maximum of 5 dogs per guest room. They will charge a flat room rate of \$50 for the first two dogs and \$25 for each additional dog for the duration of your stay.
- Guests violating the 5 dog limit per room will be asked to leave the hotel.

HOTEL ROOMS:

- Dogs should only be on hotel property if they are being utilized for competition, in-booth demos, or by speakers for specific lectures.
- Maximum of 5 dogs allowed per guest room. Hotel staff will be monitoring all guest rooms with dogs for violations.
- A crate must be provided for each dog and must be used when you are not in the room.
- Dogs must be crated when an attendant is not in the guest room. Limit time out of crate.
- Crate locks might be helpful to prevent housekeeping staff from opening crates or handling dogs.
- Keep water containers 1/4 full, but check frequently. Use only dry food if possible.
- Keep room cool.
- Guests must bring plastic to place under crates while in guest rooms.
- Guests must bring baggies and other sanitation supplies required to take care of dogs. Take baggies or paper towels and sanitation supplies with you when you take dogs out of your room.
- Do not use hotel towels and/or other linens when bathing a dog. You must bring your own!
- Dogs should not be allowed on hotel furniture and/or beds.
- Dogs may only be exercised in areas designated by the hotel.
- Place food, dirty towels, and dog waste in plastic bags. Deposit dog waste bags in large trash cans located throughout the hotel which are designated for our use when you leave your room.
- Clean guest room each morning and evening. Change dog’s bedding daily and place soiled linen in sealable, plastic bags.
- Tidy up your room before leaving. Crate covers are suggested. Placing all pet supplies in a large storage container would give the room a neater appearance. The neater your room looks, the less likely you will be cited for abuse of hotel property.
- Taking a photo of your room when you arrive, with emphasis on existing stains on carpet or damage to furniture, might prove beneficial. You would also need to take a photo when you check out, just in case you need proof of how you left the room. Ask for a room inspection by a hotel employee before checking out, if you like.
- Guests allowing dogs to bark incessantly and/or urinate/defecate in areas not designated for “Dog Walk” will be asked to leave the hotel premises without benefit of refund from either show management or the hotel.
- Each hotel guest will be held financially responsible for any damage to hotel property. Upon notification by the hotel that a guest has allowed dogs to become a public nuisance, has left soiled hotel property

without clean-up, or has been charged for damage to a sleeping room, said guest will be banned from future shows and will be required to vacate the hotel without benefit of refund from either show management or the hotel.

- Guests violating the 5 dog limit per room or taking inadequate care of hotel property will be charged for damages and asked to leave the hotel.
- Hotel staff will be monitoring all guest rooms with dogs for violations.

PET CARE RULES / GUIDELINES:

- Dogs may only be in the convention center during the time they are utilized for a contest or demo.
- Competitors not staying at the Hilton may use the provided holding facility. A crate is required for each dog.
- Carry small dogs from guest rooms to exercise area.
- Dogs may only be exercised in areas designated by the hotel.
- APF suggests exercising dogs every six hours during the day.
- Keep water containers 1/4 full, but check frequently. Use only dry food if possible.
- Waste must be picked up and placed in trash cans located throughout the hotel property which are designated for our use.
- Sanitation supply carts will be placed in strategic areas of the hotel and convention center. Plastic bags, poop scoops, paper towels, etc. will be available at the exercise area. Should your dog have an accident . . . STOP, FIND A CART, AND CLEAN IT UP! Keep something with you to mark the spot should your dog have an accident, until you can find a cart and properly clean up after your dog.
- Failure to do so will result in immediate dismissal from competition and banishment from future shows.
- APF suggests carrying a small flashlight for areas that are dark.
- Be a Good Samaritan. . .offer to help if you see someone in need.
- Remind those that are ignoring show rules that the future of the show depends on their willingness to cooperate. Report violators to our Registration Desk and/or Contest Coordinator, if they make no attempt to comply.

HOLDING FACILITY:

- Facility hours are 9am - 6pm Thursday, 6am - 6pm Friday-Saturday, and until 4pm Sunday.
- Space is extremely limited, so you are encouraged to use the facility as a last resort.
- Dogs will not be allowed in the exhibit hall, classrooms, or other show areas, other than as needed for competition or demo use. You cannot walk or carry dogs around in the convention center. A "holding facility" will be available for use by competitors who are not staying at the show hotel, during contest hours only.
- One crate per dog will be required.
- Competitors who are hotel guests should consider requesting a late check out; however, the facility may also be used by competitors who are staying in the hotel Sunday after check-out.
- The facility will close promptly at 4 pm Sunday. Late pick ups will be charged \$25 per half hour to offset the cost of staffing fees that will be incurred.
- The facility is not to be considered a "boarding kennel." Competitors requiring the use of the facility must fill out required paperwork and be responsible for food/water/exercise/sanitation required for pet care.
- The holding/prep facility is located behind the Chattahoochee Salon where the competition is held. You may access the area via the hallway next to the Chattahoochee Salon, which will be on your right.
- Everyone using the holding facility must have a cell phone number where they can be reached in the event an emergency arises, and must abide by prep facility rules.

PREP FACILITY:

TABLES AND GROOMING ARMS WILL BE SUPPLIED

- Tables are a sturdy folding type and each comes with a set of adjustable leg extensions. Arm is provided. Competitor must provide grooming loop.
- APF will not be able to accommodate use of personal tables as the Chattahoochee Salon must be re-set for other functions.

PREP FACILITY HOURS:

- Wednesday: opens @ 6 pm; open continuously thereafter
- Saturday: facility reserved for Rescue Rodeo dog preparation 12:30 pm - 4:00 pm
- Sunday: closes @ 2 pm for bathing; 4 pm for holding area

PREP FACILITY RULES / GUIDELINES:

- APF will provide 4 tubs with shampoo system set up
- APF will provide 12 tables with an assortment of high velocity and stand type dryers. See the prep facility attendant to sign up for use.
- While use of the prep facility is encouraged, the Hilton has not prohibited drying of the dogs in the hotel guest rooms.
- Please bring only one dog at a time for bathing and drying.
- Contestants should bring their own towels, clippers, shampoos, conditioners, etc. DO NOT USE HOTEL TOWELS!
- Personal tables or cages are not allowed in the prep facility area; there simply is not enough space.
- Personal dryers or other electrical equipment, **other than clippers**, are not permitted. The electrical outlets cannot handle more amps than we have already assigned to the provided equipment; and have been balanced so as to not "blow" circuits.
- Electrical problems can occur, but class start times will be as scheduled. Plan your prep time so that you have an alternate plan to bathe and dry your dogs should there be down time in the prep facility.
- Please limit use of each table to two people at a time. Space is limited!
- Please be considerate of others who are waiting. Bathe your dog as quickly as possible, then move to one of the prepping tables while waiting for conditioners, etc. to work.
- Dryers may not be moved from one table to another - they are assigned to a specific table.
- Prep facility users must clean up after themselves! Vacuum or gather and dispose of all hair when finished.

STAGE and RING RULES / DRESS CODES / GUIDELINES:

RING COURTESY

Competitors exhibit good sportsmanship by remaining in the ring until all winners are announced, including Group placements. It is also customary for competitors to congratulate winning competitors.

- All competitors shall use a groomer tack box or bag in the ring that will fit under the grooming table. Under no circumstances will large, wheeled tack boxes be allowed.
- Competitors are asked to brush cut hair into a plastic bag that will be attached to each table. Please do not brush hair onto the stage or floor.
- Competitors are asked to please use sprays carefully, ensuring the container is aimed at the entry dog rather than the floor.
- Competitors will be provided with a dedicated roll-up extension cord that will be "threaded" under the tables.
- Assistants must be registered separately in order to gain admittance into show.

DRESS CODE

- Competitors are encouraged to dress professionally. Excessively tight or revealing attire is strongly discouraged. A styling smock is required to be worn during competition.
- Shoes (preferably with non-skid soles) must be worn. "Flip flops" and other open-toed shoes are considered to be unsafe ring attire and will not be allowed.
- Consider the dog's color when choosing the competitor's attire. For example, black dogs do not show up well in photos if the competitor is wearing black or any other dark color.
- Best In Show awards ceremony dress code is "dressy/classy." Grooming attire or jeans/T-shirts will not be allowed. This dress code also applies to competitors' assistants.
- A show staff member will be appointed to present the entry of any competitor who is inappropriately dressed for the Best In Show awards ceremony.

ASSISTANT

- Assistants must be pre-registered or pay 20% higher price at the door!
- Assistants must leave the ring immediately after bringing in and setting up the competitor's equipment.
- No prep work is to be done in the contest ring by the assistant.
- Once pre-judging starts, there should be no further contact between the assistant and the competitor until after judging is complete.

PHOTOS:

- The show photographer will take "before" photos of all entries during pre-judging and "finished" photos during judging. Photo should include you, the dog, and ID sign.
- He will also take "in-ring winner's photos" of all placements. Show management does not require competitors to have "formal" shots taken with the exception of Best In Show and Best All Around Stylist.
- Consider your dog's color when choosing your attire. For example, black dogs do not show up well in photos if competitor is wearing black or any other dark color.
- All competitors desiring photos, regardless of placement or lack thereof, may report to the show photographer for a formal professional photo after each class. Candid and professional photos taken throughout the weekend can be purchased from the photographer.

Come prepared to WIN! Please remember, the future of our show depends upon cooperation, good sportsmanship, and integrity of all those involved. Good luck!