OFFICIAL CLUB RULEBOOK

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THIS IS A DYNAMIC DOCUMENT, CHECK FOR THE LATEST VERSION
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OFFICIAL CLUB RULEBOOK

Part 1: About The Club Rulebook

This rulebook contains all of the information needed for individuals to form a Club, prepare for and run Events, submit paperwork, and stay in compliance. This rulebook does not replace the Competitor Rulebook, and all Clubs and Club members are required to know that rulebook as well. Some items, like the definition of a Club, a Licensed Trial, a Fun Test, etc. are in the Competitor Rulebook. This rulebook contains information every day competitor does not necessarily need to know, but Clubs do. Competitors will have full access to this book and are welcome to read it to further understand how Barn Hunt Events are run, but there is no information here that is essential for competitors who are not involved in a Club.

Barn Hunt competitor rules are updated every three years, but Club rules in this document may be updated more often. Clubs must always check that they are using the latest version of this document. Changes and additions will be announced and posted to the main Club Admin mailing list as well as to the website. The official date of this document is found at the top of each page.

Part 2: Becoming a Club

Clubs are the cornerstone of the sport. The jobs of Trial Chair (TC) and Trial Secretary (TS) are critically important. The Trial Chair and Secretary must be organized, timely, accurate, able to multi-task, and be patient and cheerful even when under pressure. The Chair and Secretary must be at the Event sufficiently ahead of the start time each day for competitors to be able to check in, and the gate steward to get the run order posted. It is critically important that all Club Admins have a good working email address and check it often, because all communication from the Barn Hunt office is done through email. Clubs must promptly respond to inquiries both from competitors and from the Barn Hunt Office.

Clubs are not guaranteed approval. Prospective Clubs whose members have little to no experience, and/or Clubs located in an area already populated with a number of other Clubs may be denied.

SECTION 1. The Steps

In order to become a Barn Hunt Club, groups of individuals complete the following steps.

1. Form an entity of at least five persons.
2. Gather information on the Barn Hunt and other dog sport experience of the Club members.
3. Read this document. Download and read all pertinent written materials for Clubs on the Barn Hunt website/Secretary Functions, especially the Dog Aggression and Misconduct Guide.
4. Apply for Club Status by logging into the Register at barnhunt.com, and clicking Club Application.
   a) Use the same emails that are used to register your dogs. Each Club Admin must have their own email and it must be on the Barn Hunt Register. Generic club emails and shared emails are not allowed.
   b) Carefully read the waiver and expectations statement at the end of the application (also in this document) before submitting your Club for approval.
5. If/when the Club is approved, prepare for the first Fun Test.
   a) All new Clubs must complete a minimum of one Fun Test prior to being allowed to hold a Trial. Some Clubs may be asked to complete more than one Fun Test.
   b) See Fun Test definition for specific class offerings and restrictions for Clubs holding their first Fun Test.
   c) A Club Mentor/and or Judge Mentor may be assigned to the new Club to assist with the Fun Test and/or the BHA may request that the new Club choose from a list of approved Mentors.
6. After completion of the first Fun Test, the BHA reviews results and consults with Club members and/or Mentors. Clubs may be asked to complete further Fun Tests or may be approved to hold Licensed Trials at that point. For the first Licensed Trial, the BHA may require a Judge Mentor and/or Club Mentor. Even at this stage, the Barn Hunt office has the right to decline an application to become a Club.

SECTION 2. Insurance Coverage

All Clubs must carry insurance including a “hold harmless” agreement naming the Barn Hunt Association LLC. Barn Hunt Association LLC must also be named as Additional Insured and Indemnified (503 E Nifong #346, Columbia, MO 65201-3717). This insurance must be obtained for all Clinics, Fun Tests, and Trials/Events using the Barn Hunt name and rules. All insurance documents are uploaded to the Barn Hunt register. They are not to be mailed to the office.
1. **Single Event insurance.** Some insurance is for a single Event. If only insuring one Event, upload the insurance document by logging in to Secretary Functions, clicking on Event Uploads, choosing the Event date, and clicking Insurance on the drop down.

2. **Insurance over a span of time.** Some clubs get a single policy to cover all Events over a span of time, usually a year. To upload that document, log in to Secretary functions, then click on the Insurance link. You will be able to upload your document and choose a span of time.

### SECTION 3. Club Development Chair

The Club Development Chair is a person who helps new clubs with their first Event or Events and is a resource for questions, etc. The Club Development Chair also helps with situations which arise with current clubs. The Club Development Chair usually operates remotely with email and occasionally, phone support. The current Club Development Chair is Janet Oatney, janet@barnhunt.com.

### SECTION 4. Club Mentors

A Club Mentor is an experienced Barn Hunt Trial Secretary and/or Trial Chair who has been authorized by the BHA to assist Clubs with information and organization of their first Event(s). Club Mentors answer questions and generally support the Club as they work toward holding smooth, efficient, successful Events.

1. Club Mentors may or may not be sent to the Trial grounds; in some cases Club Mentors will offer email/phone support, and some will actually attend the Event.

Club Mentors may also be assigned to existing Clubs as needed.

### SECTION 5. Barn Hunt Name and Logo

1. The official Barn Hunt Association LLC logo may only be used with permission for Barn Hunt Clinics, sanctioned Fun Tests or Licensed Trials, and on approved BHA LLC merchandise. The Barn Hunt logo is available at Hodges Ribbon and several other ribbon retailers. To request use of the logo, email info@barnhunt.com.

2. All Rules and Regulations, Guidelines, source and support materials (Trial Handbook, etc.), and website materials are ©Barn Hunt Association LLC and fully protected under National and International copyright and trademark law. The Barn Hunt Register software is ©Jeff Pautz/Ionware.

3. Organizations/entities with no affiliation with the BHA cannot use the words Barn Hunt® or Barn Hunt Association® or any copyrighted materials as labeling or advertising of non-BHA Events without the express permission of the BHA (email info@barnhunt.com).

   a) The words Barn Hunt may be freely used by any entity on commercial products such as shirts, mugs, posters, etc.

4. All Clubs must read, understand, and abide by the official Competing Organization Statement. The statement is available under Secretary Functions, Resources on the Barn Hunt Register.

### SECTION 6. The Club Agreement

The following statement is part of the Club application and must be reviewed and checked when applying to become a club. All Club officials are expected to abide by this agreement when acting as a representative of their Club and the sport.

*I/we agree to abide by all Barn Hunt rules and regulations at all Barn Hunt Events sponsored by our Club. I/we promise to act in such a way as to promote and portray Barn Hunt and the Barn Hunt Association in a positive light at all official and unofficial Barn Hunt Events and on Barn Hunt social media pages and groups. I/we promise to treat each spectator, competitor and dog at our Events fairly and without bias of any kind. I/we promise to hold rat care to the highest possible standards. Failing to follow Barn Hunt rules, inclusive of rules on rat care and treatment, as well as those governing submission of payment and trial results on a timely basis, or any/all other actions which result in a negative impact on the Club and/or the Barn Hunt Association LLC may incur penalties from verbal and/or written warnings up through temporary or permanent suspension as a Barn Hunt Club. I/we understand that our license to hold Barn Hunt Events, Fun Tests and/or Trials as an Official Barn Hunt Club is contingent upon this agreement and may be withdrawn at any time, with or without notice, for cause determined by the Barn Hunt Office.*

### SECTION 7. Number of Events per Year

1. Clubs must hold at least one Licensed Trial per calendar year to remain active Clubs. The Barn Hunt office may restrict some clubs to a certain number of Events per year.

2. Clubs who have become inactive and wish to hold Events again must contact the Barn Hunt office. Whether or not they will be allowed to become active Clubs again depends on the area, competing clubs, and other factors such as how Events were run, frequency of mistakes, etc.
a) Inactive Clubs who are allowed to become active again may be required to resubmit an application and complete another Fun Test before reinstatement. That decision will be made by the Barn Hunt office.

## Part 3: Rat Care, Accommodations, and Safety

Rat care and safety is critical to the success of Barn Hunt. Barn Hunt Clubs are expected to adhere by the Barn Hunt rules and stipulations on rat care at all times, both during and outside of Trial/Event hours. Clubs found to abuse rats will face sanctions up to and including expulsion as a Barn Hunt Club, regardless of whether the abuse happened during a Licensed BHA Event.

1. Domestic rats are the only acceptable animal for use in Barn Hunt. Dwarf rats and hairless rats are not to be used in Barn Hunt.
   
a) In municipalities where rats are illegal, gerbils may be used, but only with permission of the Barn Hunt Office.

2. All rats must be weaned and at least 4” from tip of nose to root of tail.

3. Rats must be able to comfortably turn around in the tube.

4. Rats are never to be lifted or dangled by their tails.

### SECTION 1. Safe Rat Areas

All rats must be secured in Rat Tubes or safely and comfortably caged in a quiet location away from the dogs at all times. At no time can rats be loose anywhere on Trial grounds during Trial hours except when transferring rats from a tube to their safe enclosure. Rat tubes are never opened in the ring for any reason.

1. **Main Safe Resting Area.** The safe resting enclosure must be away from the rings and dog and human traffic with a physical barrier to prevent casual access.
   
a) Only authorized personnel are allowed in the safe enclosure.
   
b) Handlers with dogs are not allowed to approach or pass by within 10’ of the safe enclosure. Clubs may set a distance of larger than 10’. The 10’ distance rule may be waived if rats are in a completely different, enclosed room with a door, but the safe enclosure may not share a wall with any ring (i.e., ring in one room, safe enclosure placed against the shared wall in an adjacent room).
   
c) The rat resting area cages must be clean with good bedding and all rats must have access to food and water. Ventilation/air conditioning/heat must be available as needed to ensure comfort of the rats.

2. **Temporary holding area/bin for rat tubes.** An area must be designated to place a bin or other safe structure, to be used by the outside Rat Wrangler to temporarily place tubes removed from the ring while the competitor is working, and for extra tubes needed for Master. This area is not less than 10’ from the ring for Novice and Open, and not less than 5’, or more than 15’ from the ring for Senior and Master. For Master this area must have a way to conceal the number of tubes from both spectators and competitors entering the ring (i.e., all bins covered). In hot weather, the bin must be adequately cooled and ventilated.

### SECTION 2. Duration and Type of Work

1. Rats cannot be worked continuously through an entire day. They must be traded out as necessary to their safe enclosure for breaks and water. The timing of when rats are traded out depends on weather, conditions, and circumstances of how the rat tube is worked.

2. The minimum rest period for each rat is 30 minutes in a cage where they have access to water and food. Rats cannot be left in rat tubes when being rested.

3. Clubs/organizations must ensure an adequate number of rats on site for all rats to be able to be rested and not overworked. In a single ring trial with Master and Crazy 8s, that would mean a minimum of 15 to 20 rats, more if more than one ring or in hot conditions.

4. Rats are never to be harmed before, during, or after any Licensed Event or any Clinic/workshop/training day held by any Club representing the BHA.

5. In the case of any rat suffering damage, injury, or death at a Barn Hunt Event, the circumstances and details of the incident must be reported in writing on the Trial Summary Report. Clubs who do not adequately provide for the health and welfare of rats, or who fail to report injuries, will have their ability to hold Events revoked.
Part 4: Venue/Locations and Barn Hunt Grounds.

SECTION 1. Event Grounds

Barn Hunt Trials and Fun Tests may be held in a modestly sized space, indoors or outdoors, at any suitable facility (a barn is not required). Trial grounds which are part of a place of public accommodation are required to be handicap accessible. Rings must be situated on a flat, or nearly flat, surface/ground. Rings must be securely enclosed, with the enclosure not larger than the maximum ring size for the class level being held.

1. Clubs may operate in different locations/venues and are not geographically restrained to a single area.
2. Club Admins add locations in their main Club listing in Secretary Functions. Then when applying for an Event, choose the location for that Event.
3. Barn Hunt grounds must be defined and in the Premium for all events.

Part 5: Event Types

SECTION 1. Licensed Trials

1. Trials per day. A Club may offer no more than two Trials per calendar day.
2. Required Class offerings. Clubs must offer at least one day of all Regular classes during each Event. Regular classes include Instinct, Novice, Open, Senior, and Master. On other contiguous days, Clubs may offer any selection of classes they wish (given the restriction of a maximum of two trials per day) except that if offering Novice, they must also offer Instinct.
   a) Every Regular Class except Instinct must offer both A and B levels.
   b) New Clubs in geographically isolated areas may be allowed to limit an entire Event to Instinct, Novice and Open only (special permission from the BHA LLC required).
   c) Trials offering Day of Show entries must allow entries at all levels the Trial has listed in its Premium, even if no pre-entries were received for that level.
3. Crazy 8s Non-Regular classes. Crazy 8s classes are optional. Clubs can limit entry numbers for Crazy 8s (e.g., 20 entries per day or Trial, etc.).
4. Class limits. For regular classes (Instinct through Master) Clubs cannot limit numbers per class, but rather take entries based on judge maximum run values, see "Maximum Run Values (MRV)” on page 11.

SECTION 2. Fun Tests

Most rules pertaining to holding Licensed Trials also pertain to Fun Tests. This includes producing premiums, accepting entries, sending confirmations, all ring set ups and judging, run orders, staging, rat care and welfare, and producing all regular reports for the BHA LLC. Differences are outlined below:

1. Documentation for new Clubs. New clubs must upload all documentation including insurance, marked catalog, Trial Summary Report, and Excel spreadsheet results, as well as any Dog Aggression or Misconduct reports. That information must also be emailed to info@barnhunt.com for review.
2. Documentation for established Clubs. Unless otherwise requested, established Clubs may waive all report requirements and uploads but the Trial Summary Report, but must keep a record of participants and scores for the period of one year. Misconduct and/or Dog Aggression reports from any Fun Test must be uploaded to Secretary Functions and emailed to info@barnhunt.com.
3. Judge requirements. An official Barn Hunt Judge is suggested, but may or may not be required, depending on the experience level of the Club.
4. Ribbons and awards. Placement ribbons are optional. When offered, placement ribbons are for exhibitors who have not been marked by the Judge as Training in the ring. All Fun Test placement ribbons must be imprinted with the words “Fun Test.” Ribbons used for Licensed Trials cannot be used for Fun Tests. Qualifying ribbons of any type are not allowed. (If ribbons are given, they must be in accordance with the ribbon criteria in this document.)
5. Scores. Competitors do not earn qualifying scores toward any Barn Hunt title when participating in a Fun Test.
6. Classes. All Fun Tests are required to offer Instinct and Novice classes. New Clubs offering their first Fun Test must offer classes at all levels, but are not required to have entrants at all levels. Upper level classes (Open, Senior, and Master) may be offered, but are not required at Fun Tests run by experienced Clubs except when the Fun Test is to be used as experience by a prospective judge. Fun Tests may offer non-titling Crazy 8s class, but are not required to do so. Which classes will be offered must be designated on the Fun Test Application and in the Fun Test Premium.
SECTION 3. Clinics

Any type of practice/training Event held by a Barn Hunt club that is not a Fun Test or Licensed Trial. Included would be Seminars, Rat-N-Gos, Try-its, etc. All of these non-official events are called Clinics for the purpose of the sport. All safety and rat care guidelines are in effect for Clinics. Special rules for holding Clinics at In-Conjunction events are at "Holding Events in Conjunction" on page 14.

1. Clinics may be applied for and listed on the Barn Hunt calendar at no charge.
2. If a Clinic is being offered on the same day as a Licensed Trial, it cannot use any ring being used for the trial unless it is held at least 30 minutes after the last class of the day. If held in a different area/ring, Clinics can be held before or after, but not during, a Licensed Trial.
3. Other than Instinct, clinics cannot use any course design that will be used at any Licensed Trial within 200 miles or 60 days of the Clinic.

Part 6: Event Officials

In addition to at least one Judge, every Barn Hunt Fun Test and Trial must have the following Event officials. The Trial Chair and Secretary as well as the Event Committee must be on Barn Hunt Grounds during all Trial hours. That is not to say Barn Hunt trial officials can never step foot off Barn Hunt grounds, but when in a leadership role at a Barn Hunt Event, officials are expected to be physically present and readily available for any issues or problems that may arise. The Club must have enough people to fill key positions without placing undue burden on the competitors.

The Chair and Secretary must be at the Event sufficiently ahead of the start time each day for competitors to be able to check in and the Event start on time. It is critically important that all Club Admins have a good working email address and check it often, because all communication from the Barn Hunt office is done through email. Clubs must promptly respond to inquiries both from competitors and from the Barn Hunt Office.

SECTION 1. Trial Chair and Secretary

The Trial Chair and Secretary are the two most critical non-Judge roles at every Event. The person or people filling these roles are the primary representatives of the Club to competitors and to the BHA. When acting as a Trial Chair/Secretary, at all times the efficient running and processing of the Event comes first. The Trial Chair and Secretary cannot accept a leadership role in any other event being held at the same time, see "Holding Events in Conjunction" on page 14.

1. **Trial (or Fun Test) Chair.** Arranges location, hires Judges of Record and locates Back Up Judges (if any), oversees the Event and is the chief official in charge of the Event. Applies for the Trial/Test with the BHA in accordance with the rules. A Trial Chair may also serve as a Trial Secretary at the same Event.
   a) Trial Chairs cannot be Judges of Record at the same Event where they are Trial Chair.
   b) Trial Chairs who are also licensed Judges may act as a Back Up Judge at their Event.
   c) The Trial Chair may show any number of their own dogs during the Event as long as it does not interfere with their Trial Chair duties.
   d) The Trial Secretary/Chair cannot be a Judge Mentor at the same event.

2. **Trial (or Test) Secretary.** Creates and publishes a Premium, accepts entries, sends out confirmations, oversees check-ins, sets run orders. Records all passing and failing scores. Provides information on qualifiers and placements to the Award Chair for ribbons and awards. Submits all required paperwork and all run payments (Licensed Trials) to the BHA. A Trial/Test Secretary may also serve as a Trial/Test Chair at the same Trial/Test.
   a) The Trial Secretary can also be the Trial Chair; one person can combine both roles. However, the Trial Secretary cannot assume any other major roles at the Event such as Volunteer Chair, Chief Rat Wrangler, etc.
   b) Trial Secretaries cannot be Judges of Record at the same Event where they are Trial Chair.
   c) Trial Secretaries who are also licensed Judges may act as a Back Up Judge at their Event.
   d) The Secretary table cannot be left unattended for long periods of time. If acting as a Back Up Judge or running their own dogs, a capable co-secretary or other authorized person must man the table to handle processing scores, questions, etc.

SECTION 2. Other required workers

1. **Event Committee.** At least four people who will serve as overall facilitators, and also adjudicate over any incidents such as dog aggression, misconduct, poor sportsmanship, etc. Event committee members can serve simul-
taneously in other positions, but cannot be a Judge of Record for that Trial or Event, and it is strongly suggested to avoid having a Trial Secretary as part of the Event Committee. See the Dog Aggression and Misconduct Guide.

2. **Gate Steward.** Responsible for getting dogs to the ring in a timely fashion. Opens, closes, and secures the gate. May assist the Trial Secretary in setting the run order. The Gate Steward and Blind Steward position can be combined.

3. **Blind Steward.** Assists Gate Steward by overseeing the blind and sending teams from the blinded staging area to the gate. The Blind Steward helps prevent outside interference once the blind is full, and ensures competitors in the blind are complying with rules (e.g., all competitors stay completely in the blind, no communication devices, etc.) The Blind Steward also reports any disruptive dogs to the Trial Chair and/or Judge for possible removal. The Blind Steward may freely communicate with competitors in the blind.
   a) The Blind Steward is not responsible for rounding up tardy handlers nor does he/she hold the blind open indefinitely for tardy handlers. Working with the judge, the Blind Steward helps ensure efficiency by closing blinds when necessary, and handles tardy handlers according to the wishes of the Judge and Club.

4. **Course Builder(s).** Responsible for building and maintaining the course to the design specified by the Judge and provided on a course map. Course builders also make sure the ring fencing/enclosure is secure and safe for competitors and dogs. A minimum of three Course Builders must be available for each course build.
   a) Course builders must build the course as shown on the map. They do not tweak or adjust the course without the direct permission and supervision of the Judge.

5. **Leash Runner.** Makes sure gate is secure, accepts leash and collar from handler or inside Rat Wrangler and places it near the exit. May also assist as sheet runner, Gate Steward, or Outside Rat Wrangler. The Leash Runner is stationed outside the ring and only allowed in the ring when the dog is safely leashed or between dogs.

6. **Scribe.** Checks to make sure the correct dog is matched with the correct scoresheet as dogs enter the ring. Informs the Judge when last dog of each blind enters the ring. Records information on the score sheet as the Judge calls/signals the completion of individual elements by the team, checking off Tunnel, Climb, Rat (1, 2, etc.).
   a) The Scribe only marks what the Judge calls and never makes marks on the sheet of his/her own volition (i.e., if the Scribe sees a dog tunnel but the Judge does not call/signal tunnel, the Scribe does not record that the tunnel element is complete.) May record time as shown by the Judge's stopwatch. The Judge circles pass or fail initials the sheet.
   b) The Scribe does not coach the judge or speak directly to the handler other than confirming it is the correct dog.
   c) The Scribe is stationed outside the ring and may either stand or sit.
   d) The Scribe never speaks to call tunnel, climb or rat, or in any way verbally prompts the Judge or handler.

7. **Sheet Runner.** Takes score sheet(s) from the Scribe to the Trial Secretary to be recorded.

8. **Volunteer Chair.** A person designated to organize and deploy all workers for the Event.

**SECTION 3. Rat Wrangler(s) and Chief Rat Wrangler(s)**

1. **Chief Rat Wrangler (CRW).** Responsible for rats and PVC tubes and able to ensure humane treatment and placement and removal of same. The Chief Rat Wrangler is in charge of rat care and the rat safe areas and coordinates all other Rat Wranglers through the Trial. Chief Rat Wranglers must be able to make knowledgeable decisions on when rats should be rested and traded out, consulting with the Judge and/or the rat owner as necessary.
   a) The Chief Rat Wrangler can also serve as an Inside or Outside Rat Wrangler

2. **Outside Rat Wrangler (ORW).** The Outside Rat Wranglers(s) must be able to move quickly and efficiently to meet the Inside Rat Wrangler at the side of the ring, to safely lift rats out of the ring and transport them to a pre-designated safe holding area. While this position can be combined with the position of leash runner, Rat Wrangling always takes priority. The Outside Rat Wrangler may also assist in replacing rats during location changes. The Outside Rat Wrangler must be at least 10 years of age. It is permissible for the Inside Rat Wrangler to hand the rat tube to any willing participant outside the ring if the Outside Rat Wrangler is not immediately available, at which time the Outside Rat Wrangler should take the rat tube as soon as possible and move it to the safe location.

3. **Inside Rat Wrangler (IRW).** The Inside Rat Wrangler(s) must be physically agile and able to move quickly and efficiently from a stationary position to where the tube(s) are located to remove the tubes as specified in the rules. The inside Rat Wrangler(s) work(s) directly with the Judge to place and replace tubes. While serving as inside Rat Wrangler, the Rat Wrangler cannot serve in any other task/position except that they may take the leash from the handler and hand it to the leash runner. The inside Rat Wrangler must be at least 16 years of age.
4. **Inside Rat Wrangler Dos and Don’ts.** When working inside the ring:
   a) **Do** take instruction and direction from the judge.
   b) **Do** allow the handler to decide when praise is over.
   c) **Do** move swiftly, without running.
   d) **Do** carry the tube level, using both hands.
   a) **Do** ensure the tube is secure in the Outside RW’s hands before letting go.
   b) **Do not** move randomly around the ring. Stay in one spot with hands folded or behind your back until the rat is called, and return to that spot when the rat is handled. Use the same spot for every dog in the class.
   c) **Do not** speak to, coach, or otherwise directly interact with the competitor.
   d) **Do not** chat with the judge, other RWs, or people outside the ring when the competitor is in the ring.
   e) **Do not** remove a tube from straw unless the dog is physically restrained with teeth at least 2’ away from the tube. If the handler and dog move on, leave the tube in place.
   f) **Do not** take a tube from the competitor unless the dog’s teeth are at least 2’ away from the tube.
   g) **Do not** reach over the handler or between the teeth of the dog and the tube to take the tube.
   h) **Do not** ever open a tube in the ring.
   i) **Do not** bring treats or a cell phone into the ring.
   j) **Do not** deliberately touch a dog unless required in an emergency or to defend yourself.

### RAT WRANGLER STAFFING REQUIREMENTS

<table>
<thead>
<tr>
<th>Class</th>
<th>Inside RW</th>
<th>Outside RW</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instinct, Novice, Open</td>
<td>1</td>
<td>1+</td>
</tr>
<tr>
<td>Senior, Master, Crazy 8s</td>
<td>2</td>
<td>2+</td>
</tr>
<tr>
<td>Crazy 8s</td>
<td>2</td>
<td>2+</td>
</tr>
</tbody>
</table>

#### Part 7: Deadlines and Fees

**SECTION 1. Deadlines**

1. **At least 60 days Prior to the first date of the Event.** Trial application submitted with payment final Judge contracts signed, Judges listed in Event Wizard and classes assigned, as well as the required information on materials, courses, etc., see "Required Information to Send to All Judges" on page 12. Premium uploaded to Event Wizard. Fun Test deadlines are 30 days, see Fun Test rules for more information.

2. **After Pre-entries close (10 days prior to the first date of the event).** Additional information sent to the Judge(s), and pre-entry confirmations to all competitors, see "At Least 10 Days Ahead" on page 12.

3. **Within 7 days after the last date of the Event.** All Trial reports and per-run fees. Final payment to the Judge(s). Final results summary to competitors (optional). Failure to upload Trial results within 7 days will incur late fees to be set by the Barn Hunt Association. Clubs who cannot upload results within 7 days due to an unexpected issue may apply for a grace date extension by email to info@barnhunt.com.

### DEADLINES

<table>
<thead>
<tr>
<th>Event Type</th>
<th>Application Submitted</th>
<th>Premium Uploaded</th>
<th>Judge Information &amp; Assignments</th>
<th>Competitor Confirmations &amp; Entry info to Judges</th>
<th>Results &amp; Fees to BHA + Judge Payment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Licensed Trial</td>
<td>At least 60 days before Event</td>
<td></td>
<td>10 days before Event</td>
<td>Max 7 days after Event</td>
<td></td>
</tr>
<tr>
<td>Fun Test</td>
<td>At least 30 days before Event</td>
<td></td>
<td>10 days before Event</td>
<td>Max 7 days after Event</td>
<td></td>
</tr>
</tbody>
</table>

*Trials/Fun Tests may be applied for at any time. The BHA does not allow perpetual dates. Clinics do not have required deadlines.*

**SECTION 2. Fees**

Fees are paid to the BHA via PayPal.
### BARN HUNT FEES

<table>
<thead>
<tr>
<th>Event Type</th>
<th>Application fees</th>
<th>Per-run fees*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Licensed Trial</td>
<td>$30 per Trial</td>
<td>$1.75</td>
</tr>
<tr>
<td>Fun Test</td>
<td>$30 per Event</td>
<td>none</td>
</tr>
<tr>
<td>Clinic</td>
<td>none</td>
<td>none</td>
</tr>
</tbody>
</table>

*Per-run fees are owed for all entries, including Judge dogs, comped entries, and dogs that are absent.

## Part 8: Hiring Judges

### SECTION 1. Contracts and Placeholder Judges

1. At least 60 days prior to all Licensed Trials (30 days prior to all Fun Tests), all Clubs **must** have a signed contractual agreement **in writing** for any and all Judges of Record. A document sent via email attachment is acceptable. This contract details the judging assignment and classes, pay rates, deadlines, and cancellation and emergency clauses.

2. Some clubs reserve dates years in advance. Placeholder judges can be used for those events, but only with the express written permission of the judge who will be used as a placeholder.

3. Official final Judges of Record and any Relief Only Judges must be listed a minimum of 60 days prior to the Event or on the opening date of the Event, whichever comes first (30 days for Fun Tests). Any judge changes after those deadlines must be approved by the BHA, and a new contract issued. In case of emergency substitutions, contact the BHA immediately for approval and review.

### SECTION 2. Splitting, Load Balancing, and Relief Only Judging

Clubs can split a single course into two or more rings or use judges for load balancing or hire Relief Only Judges. Clubs deciding to split, load balance, or use relief judging do not need to announce specifics prior to the Event or decide which judges to use in those positions other than a generic statement in the premium that they may utilize this option (see "Preparing the Event Premium" on page 15). All runs are assigned to the JOR who designed the course, see "Back Up Judges" on page 11.

1. **Splitting Assignments.** At large Events, a single course may be split between two or more rings, judged by two or more Judges of Record.
   a) The Primary Judge of Record for the class level designs the course which is set up in separate rings. Both/all Judges check the course build and ensure each course is identical.
   b) Competitors are sorted into blinds for each ring by the Club and cannot choose which ring to enter.

2. **Load Balancing.** Judges of Record can be used for load balancing (i.e., one Judge has more entries than another, or a Judge needs a lunch break). These load balancing assignments can be announced on the day of the Event and are not required to be disclosed ahead of time. A JOR being used for load balancing cannot leave an active ring idle in order to step into another judge’s ring except in extraordinary circumstances or an emergency. The load balancing Judge is paid for the runs they judge.

3. **Relief Only Judging.** Clubs may hire a Relief Only Judge (ROJ). This is a Judge of Record who does not design any courses and can be used to relieve any/all other Judges of Record at the Event.
   a) Relief Only Judges must be listed in the Premium and on the Event Wizard using the same rules and deadlines as all other Judges of Record. On the Event Wizard, the judge is checked as a ROJ.
   b) ROJs will be listed on the Trial Summary Report. Assign them the number of runs they judged. See "Filling Out the Online TSR" on page 26.
   c) ROJs may be used as Back Up Judges. If so, the ROJ rules for the Event application, premium, etc. supersede the Back Up Judge rules. The Relief Only Judge acting as a Back Up Judge would need a second Back Up Judge in order to show their own dogs. ROJs not acting as Back Up Judges are subject to the same Back Up Judge rules as all other Judges of Record.
   d) Trial Chairs and Secretaries cannot be Relief Only Judges.
   e) B/Provisional Judges may be Relief Only Judges.

4. **Pay.** For load balancing, relief judging, and splitting, each Judge of Record is paid by the Club for all runs they judge. The Judge of Record who designed the course is listed on the competitor’s scoresheet.
The Back Up Judge is a Licensed (A) or Provisional (B) Judge that agrees to judge the dog(s) of the Judge of Record at an Event. See the full description of the Back Up Judge in “Back Up Judges” on page 6 of the Judge Rulebook.

1. Back Up Judges are not Judges of Record, and are not listed in the Trial Application, Premium or Online Trial Summary Report. They are used only to judge the dogs of the Judge(s) of Record. (See above for information on how to handle a Relief Only Judge who is also acting as a Back Up Judge.)
2. Clubs are not required to provide Back Up Judges.
3. Clubs are not required to pay Back Up Judges for any but the runs they judge. Travel and lodging expenses are not paid to Back Up Judges.

SECTION 4. B Level Judges
Clubs are encouraged to hire B/Provisional judges for their first assignments. The B Judge will have to get approval from the BHA to accept the assignment. If a Judge Mentor is sent, that Judge Mentor is paid by the Barn Hunt office. The Club incurs no Mentor expenses. A complete description of the duties and restrictions on B Judges is in “B Judge Status” on page 5 of the Judge Rulebook. Below are specific items Clubs need to know when hiring a B Judge.

1. B Judges are paid their travel expenses plus .50c per dog. B Judges are not eligible for comped entry fees.
2. A mentor will not be sent if the assignment will not meet the minimum, the Club is in a remote location which would incur significant mentor expense, and/or if a mentor is not available. When assigning classes to a B Judge, refer to page 5 of the Judge Rulebook for those minimum criteria requirements.
3. New Clubs cannot hire a B judge for their first event.

SECTION 5. Assigning your Judge(s) to Classes/Trials
At least 60 days before a trial and 30 days before a Fun Test, Clubs must assign each Judge of Record to the Trials/Classes that judge will be designing courses for, using the appropriate section of the Event Wizard for each Event (see “Applying for an Event” on page 13).

1. Clubs may still use Splitting, Load Balancing and Relief Only Judging to maximize efficiency at the Event.

Part 9: Total Entries Allowed per Judge
To help Clubs calculate more easily when a Judge's schedule is full, we have developed a new system which uses a Maximum Run Value for each judge, plus set class multipliers.

SECTION 1. Maximum Run Values (MRV)
All Barn Hunt Judges and Clubs are assigned a Maximum Run Value per day. The highest possible run value is 240.

1. A Level judges will have a Maximum Run Value of 240 each per day. B Level Judges will have a Maximum Run Value of 200 each per day. Judge dog runs do count in the Maximum Run Value.
2. New Clubs will have a Maximum Run Value of 200 per ring and judge per day.
3. The Barn Hunt Office assigns Maximum Run Values to Judges and Clubs and may assign lower numbers to either at any time for cause.
4. Clubs holding events in conjunction with other events must contact the Barn Hunt office to be assigned a Maximum Run Value for their Event.

SECTION 2. Multipliers
Each Class Level is assigned a multiplier to be used when calculating a Judge's total entry and when that Judge is full.

CLASS LEVEL MULTIPLIERS

<table>
<thead>
<tr>
<th>Instinct</th>
<th>Novice</th>
<th>Open</th>
<th>Senior &amp; Crazy 8s</th>
<th>Master</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1.5</td>
<td>2</td>
<td>2.5</td>
<td>3</td>
</tr>
</tbody>
</table>
**SECTION 3. The equation**

**Dogs Entered in Class x Class Multiplier = Run Value**

**SAMPLE CALCULATION OF A FULL SCHEDULE FOR A JUDGE WITH A 240 MAXIMUM RUN VALUE**

<table>
<thead>
<tr>
<th>Class Entries (multipliers)</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instinct (1)</td>
<td></td>
</tr>
<tr>
<td>5 (5)</td>
<td></td>
</tr>
<tr>
<td>Novice (1.5)</td>
<td></td>
</tr>
<tr>
<td>20 (30)</td>
<td></td>
</tr>
<tr>
<td>Open (2)</td>
<td></td>
</tr>
<tr>
<td>20 (40)</td>
<td></td>
</tr>
<tr>
<td>Senior (2.5)</td>
<td></td>
</tr>
<tr>
<td>10 (25)</td>
<td></td>
</tr>
<tr>
<td>Master (3)</td>
<td></td>
</tr>
<tr>
<td>30 (90)</td>
<td></td>
</tr>
<tr>
<td>Crazy 8s (2.5)</td>
<td></td>
</tr>
<tr>
<td>20 (50)</td>
<td></td>
</tr>
<tr>
<td><strong>Entries</strong></td>
<td><strong>105</strong></td>
</tr>
<tr>
<td><strong>Run Value</strong></td>
<td><strong>240</strong></td>
</tr>
</tbody>
</table>

**SECTION 4. Over scheduling**

Judges and Clubs cannot take entries over their Maximum Run Value limit. Club Maximum Run Values take precedence over Judge Maximum Run Values. Move Ups may alter a Judge’s MRV. If at all possible, use Load Balancing to ensure the Judges does not go over their MRV.

**Part 10: Required Information to Send to All Judges**

The following information must be communicated/provided to the Judge(s) of Record prior to all Fun Tests and Trials so accurate and safe courses can be designed. Photos and videos are especially helpful and Clubs are encouraged to provide those to aid Judges in course design.

**SECTION 1. At Least 60 Days Ahead**

1. Class assignments (see "Applying for an Event" on page 13 for more information).
2. General description of the Event grounds (indoors, outdoors, or a combination and whether there will be shade, heat, air conditioning, etc.).
3. Measurements and dimensions of all rings.
4. Ring footing (i.e., dirt, gravel, concrete, rubber, grass, etc.).
5. Any protuberances or hazards inside the ring(s) such as pillars, footings, piers supporting a wall, etc.
6. Any and all doors, windows, etc.
7. Number and location of solid floor to ceiling ring walls, if any.
8. Any and all possible gate locations.
9. Gating/fencing material, type, and height.
10. Number, type, and dimensions of ramps/steps and boards.
11. Any/all potential ring entry and exit locations.
12. Blind locations and distances in relation to the ring.
13. Measurement and number of bales to be used in each course level within the range of the course specifications. If used from several lots, number of bales of each size to the best of the Club’s knowledge and ability understanding that perfect measurement is sometimes impossible.

**SECTION 2. At Least 10 Days Ahead**

This information must be sent within 48 hours of the close of pre-entries.

1. Number of pre-entries received for each Class
2. Maximum Run Value points accrued for each judge (see "Total Entries Allowed per Judge" on page 11)
3. If applicable, a reminder that the Club is allowing Late/DOS entries.
Part 11: Applying for an Event

SECTION 1. Distance Between Events

No Barn Hunt Licensed Trial or Fun Test can be held by two different Clubs on the same date at venue locations within 200 miles using Google Maps driving route measurements, without the express mutual written permission of both Clubs. The Club whose application is received with completed payment first gets priority. Annual weekends are not reserved.

1. **Proximity codes.** In some cases Clubs within 200 miles are willing to share their date. The Club who reserved the date first makes the final decision on whether to share and can provide a Proximity Code to the club wanting to share the date. That code is found in the Venue section of the Event listing after the Event is approved.

SECTION 2. Completing the Online Event Application

All Trials and Fun Tests are applied for using the Barn Hunt Register. To apply for an Event, log in to the Register, click on Secretary Functions, then on Add Event.

**EVENT APPLICATION GUIDE**

- You must pick a venue/location. Once the event is approved, here is where you will also find your Proximity Code.
- Check this box if this is your first Trial.
- Your closing date must be at least 10 days prior to the first date of the event.
- Premiums are required. Upload a Premium using Event Uploads under Secretary Functions.
- Be sure to mark if you are accepting late and/or day of show entries. You must put a number in each fee box, or the entry will show as free ($0) in the Create Mail In Entry form.
Part 12: Making Changes and Resubmitting your Application

Sometimes there will be changes to an Event after it has been approved. It may be a judge change or a change in type of entry, location, etc. Some changes, such as date changes, can only be done by the BHA office. Some, such as judge changes, adding a trial, etc., can be done by an Admin. In most cases, changing an Event will automatically put it back into Planning mode, and it will disappear from the Event Calendar and no longer be an official Event. The Barn Hunt office is not tagged when an Event is in Planning, so there will be no reminders to resubmit the application. When any change is made, be sure to immediately resubmit the Event for approval. Saving the Event does not automatically resubmit it. Be sure to SUBMIT FOR APPROVAL again.

Part 13: Holding Events in Conjunction

An in-conjunction event is one which is held directly adjacent to (sharing borders, or on the same grounds) or as a part of another public event, where competitors and spectators of either/both events may enter and/or watch either event. This can be an AKC or UKC show, or a different dog organization (Dock Diving, etc.) but can also be something like a fair or an Open house. Holding a Barn Hunt Clinic/Fun Test/Trial in conjunction with other public events can be a great way to bring publicity, new faces, and revenue to your Club. However, these events also involve increased stress and risk. If something goes wrong at an in-conjunction Event it reflects poorly on your Club and on the sport as a whole. Not all Clubs and Club Admins deal well with the additional challenges that come with dealing with conflicts and schedule disruptions. For that reason, Barn Hunt has special rules regarding in-conjunction events, and additional requirements may be added by the BHA depending on the Event. The ability to hold in-conjunction events is not guaranteed and can be withdrawn at any time. Clubs holding in conjunction events:

1. Must officially apply for the Event, including Clinics.
2. Cannot take DOS entries without written permission (typically email) from the Barn Hunt office.
3. Must contact the Barn Hunt office for Maximum Run Values allowed.
4. Cannot have an in-conjunction Event as their first licensed Event.
5. Cannot hire B Judges, except as a Relief Only Judge, without advance special permission from the BHA.
6. The Trial Chair and Secretary cannot take a leadership roles in any other events being held (for instance, cannot be both Barn Hunt Trial Chair and Dock Diving Trial Chair).

7. Must have a designated liaison which is to be an experienced Barn Hunt person appointed by the Club to interact with the public about the sport during the Event, as well as providing a source of information and communication to the other organization. That person can also be an Event committee member, but may not be a Judge, Trial Secretary, or Trial Chair.

8. Must designate Barn Hunt Grounds. This information must be at the Secretary's table and prominently marked through signage. Fencing and taping are also encouraged for boundary lines.
   a) There is no shared or co-mingled space at any Barn Hunt Event held in conjunction with another event. If there is one crating area, it is either on the other organization's grounds and subject to that organization's rules with permission for Barn Hunt competitors to crate there, or it is on Barn Hunt grounds and subject to Barn Hunt rules with permission for others to crate there. If the crating is on Barn Hunt grounds, all rules for Bitches in Season at Barn Hunt Events apply.

9. If being held as part of a specialty breed event, must give entry preference to that breed (cannot fill entries with dogs belonging to workers for instance).

### Part 14: Preparing the Event Premium

All Fun Tests and Licensed Trials must have a Premium and an entry form. Clubs may use and encourage online entry systems, but the Premium must still be published.

1. Clubs are required to allow mail-in entries as well as the use of the Create Mail In Entry form.
2. The Premium must be available as a pdf and/or Word document.
3. Clubs must upload Premiums to their Event using Secretary Functions Event Uploads on the Register.
4. The Premium must match the Event Application listed on the Register (i.e., same location, classes and class assignments, fees, and judges).
   - Any change in location, fees, classes, class assignments, or judges must be approved by the BHA, listed in both the online Event listing and the Premium, and announced to all competitors.

#### SECTION 1. Required Items for the Premium

The following information must be included in the Premium:

1. The BHA Logo and name.
2. The name and logo of the Club holding the Event.
3. The exact Event location (name of facility, address, city, state and zip code).
4. Date(s) of the Event.
5. Time(s) the facility will open.
6. Trial/Test Start time (the time when the first competitor will step into the ring).
7. When the General Briefing will be held.
8. Classes offered (Class order is encouraged but optional. See Class Scheduling).
   a) For Clubs who wish to utilize Load Balancing, the following statement must be added to the Premium: Any Judge of Record at this Event may be used as a Load Balancing Judge in any ring.
   b) For Clubs wishing to have the option to have Judge of Record dogs judged before the official Event start time, this statement: Judge of Record and Event Official dogs may be judged prior to Event start or as the first dogs of the Event.
10. Name, address, telephone number and email of the Trial Chair and Trial Secretary.
11. Names of the Event Committee members.
12. Definition of the area(s) included in Club grounds.
13. Description of ring (indoors, outdoors, footing).
14. Description of blind size(s) and location(s).
15. For events held on private property, whether or not the Trial site is handicapped/wheelchair accessible and what accommodations may be made (note, all Events held on public property are required to be handicapped accessible).
Entries and Confirmations

Part 15: Entries and Confirmations

SECTION 1. Confirmations

1. Immediate email confirmations. Immediate confirmations with the dog name(s), BH Numbers, and classes entered should be sent as soon as entries are received and processed. This gives participants time to review their entry information and plan for the trial.

2. Final confirmations. A final confirmation must be sent within 48 hours of the pre-entry closing date. The final confirmation includes the dog name(s), BH Numbers, Classes entered, Class order, and any other information pertinent to the Event.

SECTION 2. Late and Day of Show (DOS) Entries

Clubs may elect to accept Late and/or Day of Show entries.

1. Late entries are those received after the closing date of the Trial, but prior to the Trial date.

2. Late entry confirmations are optional, but encouraged if at all possible.

3. Clubs may elect to accept Day of Show (DOS) entries, in which case you must process them like any other entry. All competitors will still have to have valid BHA registration numbers prior to submitting their entry form. Clubs accepting DOS entries must include in their Premium and other communications that competitors choosing DOS will be turned away if judging limits are reached.

4. DOS entries are not allowed at any Club’s first Licensed Trial. DOS entry permission may be granted after the successful completion of the first Trial or as approved by the BHA.

SECTION 3. Complimentary (Comp) entries

Clubs may choose to offer “complimentary” entries to certain trial workers (Secretary, judge, etc.) It is totally at the discretion of the club whether to offer comped entries.

1. If offered, those entries must be treated like any other entry. The regular Barn Hunt per-run fee applies. The entries must be entered like any other entry and must show in the marked catalog and all reports identically to any other entry. The club must keep a record of comped entries.

2. B Level Provisional judges may not accept comped entries as part of their judging fee.

SECTION 4. Wait Lists

Clubs which fill all available entries before their closing date may choose to maintain a before and/or after closing Wait List. If maintaining a Wait List:

1. Envelopes received after the Trial limit has been met should be kept in the order in which they were received.

2. All dogs in one envelope must be processed/entered before going to the next envelope.
a) If all dogs in one envelope cannot be entered into the Trial due to limits being reached, the Trial Secretary must attempt to contact the affected owner(s) through email and/or phone and ask if a partial entry is accepted. A deadline for reply must be included. Competitors who do not respond to the contact attempt within the deadline period are entered with a partial entry into the Trial.

3. An After Closing Wait List may be maintained.

SECTION 5. Random Draws

Clubs who regularly fill Trials quickly may choose to offer a Random Draw entry system. Trials choosing Random Draw may also maintain Wait Lists. If choosing a Random Draw entry system:

1. A Random Draw date is mandated for the Trial.
   a) The Random Draw date must be at least two weeks after the opening date and at least two weeks prior to the closing date.

2. Entries received for a Random Draw Trial must be kept in random order, not in the order in which they were received.

3. On the date of the Random Draw, the Secretary and at least one other Trial Committee member must be present. Envelopes are picked/drawn in random order.

4. All dogs in one envelope must be processed/entered before going on to the next envelope.
   a) If all dogs in one envelope cannot be entered into the Trial due to limits being reached, the Trial Secretary must attempt to contact the owner through email and/or phone and ask if a partial entry is accepted. A deadline for reply must be included. Competitors who do not respond to the contact attempt within the deadline period are entered with a partial entry into the Trial.

SECTION 6. Invalid and Conditional Entries

An invalid entry is one which cannot be entered into the trial due to owner issue/error. In the case of any invalid entry, the Secretary must set that entry aside. They may either mail that entry back to the competitor marked “invalid entry,” and cite the reason, or they may contact the competitor by email. A spot or place in the trial cannot be held for any invalid entry. If the issue is corrected in a manner acceptable to the Secretary and Club prior to the show date, and if there is still room in the Trial, that competitor may be allowed to enter the Trial, but only sorted after all valid entries, including those that were received after his or her original entry was received. The following constitute invalid entries:

1. Returned check. Be sure to leave yourself enough time after the closing date to submit all checks from pre-entries to the bank, in order to make sure all have cleared prior to the trial. It is strongly recommended that clubs do not take checks for Day of Show entries. All scores earned using a returned check which is not quickly reimbursed to the satisfaction of the Club will be voided.

2. Unsigned entry form. All entry forms must be signed to be valid.

3. Invalid or incomplete Barn Hunt number. All entry forms must have a valid Barn Hunt Registration number. It is not acceptable for entrants to leave that section blank or write “pending.”

4. Illegible entry. An entry form which can’t be read is not valid.

5. Entry received before Opening date or after Closing date. Entries received before the Opening date must be returned. Clubs may only accept entries after the Closing date if they have chosen to allow Late Entries. Clubs may allow DOS entries, but no Late entries and, if so, anyone wishing to enter the Event after Closing must wait until the Day of Show.

6. Conditional entry. Any entry which the person attaches a condition to is not a valid entry. An example of a conditional entry is one in which the competitor states that the check cannot be cashed until a certain date.

SECTION 7. Withdrawals and Refunds

1. Competitors who withdraw any or all entries from a Fun Test, Trial or Trials prior to the pre-entry closing date must receive a refund of all entry fees, minus any non-refundable credit card/PayPal transaction fees if applicable. “Courtesy fees” cannot be assessed for entry fees withdrawn prior to closing.

2. Competitors who withdraw any or all entries from a Fun Test, Trial or Trials after the pre-entry closing date receive a refund if the Club has a Wait List or is accepting Late and/or Day of Show entries and a new entry replaces the withdrawn entry.
   a) If a person withdraws after closing and no one is on a Wait List to fill their spot or the Club does not offer an After Closing Wait List, their entry is not eligible for refund unless their withdrawal is covered by the published refund policy of the Club.
3. Clubs cannot collect two entry fees for the same run or runs (i.e., not refund a withdrawn entry, but also accept a replacement entry for the same slot).
   a) Competitors may not “trade” their run with another specific competitor (e.g., “I can't make the Master class today, I want to trade my run to Susie who didn't get in.”). The Club makes those determinations based on any competitors who are already on the Wait List.

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**Part 16: Move-ups, Lateral Moves, Class Scheduling**

**SECTION 1. Move-up and Lateral Move Policy**

Clubs may choose to offer move-ups and/or lateral moves for those teams who complete a title during their Event. Wait Listed competitors cannot be moved into a slot vacated by a move-up or lateral move. Move-ups/lateral moves can be from Trial to Trial, day to day, or no move-ups/lateral moves allowed. There are no move-ups/lateral moves needed for Crazy 8s or Instinct. Move-downs are not allowed during at an Event; they can only be accepted prior to the Event.

**SECTION 2. Class Scheduling**

Clubs can generally schedule classes in a way that best fits their ring layouts, Judge assignments, and move-up policies. Class order must be final within 48 hours of the pre-entry closing date, sent on the final confirmation, and may not be changed on the day of the Event, except in the case of an emergency. If Class orders were listed in the Premium, they are considered final.

1. **Instinct Class.** Instinct must be offered once per day on Event days running Novice classes, but is not required to be offered twice at Events with two Trials per day. Instinct can be run concurrently with another class, but must be staggered with Novice such that exhibitors can run their dogs first in Instinct, then Novice, and run in each class without conflict.

2. **Move-ups/Lateral Moves.** If running two Trials per day and allowing Trial to Trial move-ups and lateral moves, all move-ups/lateral moves must be accommodated. Clubs do not have to wait for Trial 1 of a level to finish before starting Trial 2 of a higher level, but must accommodate the T1 move ups and lateral moves before the end of the higher level class in T2.

3. **Crazy 8s.** Clubs choosing to offer Crazy 8s may schedule that class at any time during the Trial day.

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**Part 17: Materials and Supplies**

**SECTION 1. Straw (preferred) or Hay Bales**

1. “Two stringer” wheat straw bales are preferred. If wire is used for bale ties, all ends must be examined and any protrusions bent into the straw. Wire-tied bales must be rechecked during the Event to assure they stay safe. In addition to constructed/tied bales, a sufficient amount of loose straw must be available to hide tubes and provide visual camouflage.
   a) Straw bale sizes vary geographically.

2. Wet and/or moldy straw is not acceptable for Barn Hunt use. Straw with black areas is moldy.

3. Excessively loose bales should be deconstructed to provide fluff and not used for solid surfaces for dogs.

**SECTION 2. Ramps/Steps and Boards**

1. Ramps are sturdy supports from 18” to 24” wide and 3’ to 4’ long. Boards may be a variety of sizes, with a minimum width of 24” (36” preferred, and for tunnel tops 36” x 48” or longer) and varying lengths to adequately cover tunnels and act as supports. Both ramps and boards are constructed of wood or other sturdy substance, with a sealed, painted, or carpeted non-slip surface. Particle board is not acceptable. OSB or Plywood can be used, with 3/4” preferred. As clubs replace boards, they should purchase 3/4” material. Paints branded as no-slip and without added materials are not an acceptable surface for a ramp or board. Ramps are used as an aid for dogs to ascend from one level to another on the course. Boards are used as a roof support for tunnels and as a bridge from one set of bales to another.

   Each ramp/board must support at least 200 pounds in weight without bending/flexing and be well-anchored by bolts or bales for stability.
   a) Corners and edges must be rounded. A rounded edge is one where there is no sharp point or corner.
   b) Two 4” to 6” long blunt-ended bolts may be drilled through one end (for a ramp) or both ends (for a board or bridge), spaced evenly apart to be used to push through the straw below and anchor the board/ramp/bridge
securely. These bolts must always be anchored in straw and never protrude into empty space such as a tunnel opening. Bolts should be removable. It is recommended that all boards be drilled and able to accept bolts.

c) Clubs must provide enough boards to cover the entire top of all tunnels on each course, including a large 4 turn Master tunnel.

d) Foam edging is required for all edges of any bridge or board which will protrude over open space. The foam should extend beyond the open space area to aid in anchoring it. It may also be anchored with tape or zip ties. Ramps do not require foam edging.

**EXAMPLE OF BOARD/RAMP CORNERS AND EDGES**

![Diagram of Board/Ramp Corners and Edges]

There is no exact corner or edge specification beyond “rounded. The above illustration is an example.”

2. **Steps (optional).** Steps can replace ramps. Steps can be made from any material that can hold 200 lbs, is between 33-50% of the height of a bale string side up, and 12-18” wide by 18-24” long. Steps must be heavy enough and well enough secured that they will not tip if a large dog impacts the edge of the step.

**SECTION 3. Instinct Cradle**

For the Barn Hunt Instinct ring, a cradle or mount must be constructed to safely hold rat tubes in place and prevent them from being shoved and knocked around by the dog. The Instinct Cradle must be constructed in such a way that each side of each rat tube is exposed except for the bottom “under” side which would normally be in contact with the ground.

1. Each tube in the Instinct Cradle must be spaced 16” to 18” apart, measured from the inside edges of each tube.

2. The Instinct Cradle can have no sharp edges or be made of any type of hazardous material or constructed in a way which would pose a danger to dogs if the dog nips, grips, or paws at the cradle.

**INSTINCT CRADLE SPACING**

![Diagram of Instinct Cradle Spacing]
SECTION 4. Tubes
Tubes must be made to specifications, see "Part 1: About The Club Rulebook" on page ii. All tubes used for a class/level must be painted in the same color scheme so as to be indistinguishable from each other. All tubes should show the same approximate wear pattern (i.e., one set of tubes may not be reserved to always be empty or always be litter tubes).

SECTION 5. Measuring Wickets
The Club must provide a wicket for use by the Judge. The wicket may be an agility wicket, a conformation-ring wicket, or a homemade wicket. A raised, level surface such as an agility table is preferred for measurements. In the absence of an agility table, the Club should use a hard, flat, level surface. Dogs are measured at the discretion of the Judge.

SECTION 6. Ribbons
Ribbons are made of cloth ribbon material. They must be imprinted in copper or gold foil with the Club name and the BHA logo along with the placement/award type (such as "First Place," etc.). Most ribbon companies have the Barn Hunt logo on file. If not, contact the Barn Hunt office at info@barnhunt.com for that logo. Dates do not have to be imprinted on ribbons.

1. For ribbon color and type details, see "Ribbons and Placements" on page 26 in the Competitor Rulebook.
2. For details on required information for ribbon stickers, see "Required Trial Secretary Duties" on page 22.

Part 18: Blinds and Ring Sizes

SECTION 1. Blinds and Areas Around Blinds
1. In open areas where the blind area and ring are readily visible to each other, the blind must be located such that its nearest side is at least 20’ from the ring. Blinds can’t be more than 40’ from the ring. If a solid constructed wall of masonry, metal or other substance such as an indoor or exterior wall, (i.e., an interior or exterior full height solid wall not constructed of canvas or other temporary or sound carrying material and without windows) is used, the nearest side of the blind may be located 5’ from the wall.
   a) The minimum size for the blind is 10’ x 10’ or 100 square feet. The preferred size is 10’ x 20’. Seating to accommodate 5 handlers is to be placed in the blind. No more than 5 dogs are allowed in each 10’ x 10’/100 sq ft blinded area. There must be at least one 10’ x 10’ blinded area per ring but blind areas can be combined if there is a central barrier (i.e., one 10’ x 20’ space with a central barrier can serve two rings). The barrier can consist of fencing, chairs back to back, etc.
   b) The Club may place individual dividers in a blind to separate handler/dog teams, but only if those dividers are provided for all dogs and every blind group using that blind during the entire event.
   c) The Blind area must be marked and have a visual barrier on three sides such as fencing, tarps, etc. This barrier must clearly and visibly mark the borders/sides of the blind and act as a deterrent to unauthorized persons inadvertently wandering into the blind space. The blind barrier does not have to be any specific material or height (i.e., if out of sight of the ring, does not have to be full height opaque material).
   d) The Master blind must block not only the view of the ring, but also view of the rat holding areas where rats are being exchanged between runs.

SECTION 2. Spectator areas
Barn Hunt is a spectator sport, and spectators/exhibitors (other than those in the blind) must be able to view the dogs working in the ring and are not required to be a specific minimum distance away. Clubs may specify the distance spectators can be from the ring depending on conditions, but never so far away that spectators cannot view dogs working in the ring.

SECTION 3. Ring Enclosures
1. The secure ring enclosure consists of a combination of wall(s) and/or fencing/gating materials. Fencing/gating must be not less than 4’ or more than 5’ in height, secured in such a way that a dog cannot readily escape from the bottom or top. The secure ring enclosure must provide some visual as well as physical deterrent for the dog. Any openings or gaps must be less than 3” in height and/or width. The bottom of any gating may not be more than 2” off the floor.
2. Walls can be no more than three sides of the ring. One side must be fencing/gating for spectators.
3. Gates must be wide enough to accommodate a wheelchair.
4. The minimum distance between two or more ring enclosures situated in the same open space which will be running
dogs concurrently is 4'. Ring enclosures sharing a single open space, concurrently running dogs, and less than 10’ apart must have a visual barrier on any side of the ring which would be visible to dogs competing in the other ring. Ring enclosures cannot share a single fenced/gated side unless only one ring will be in use at a time.

5. Rings separated by solid, floor to ceiling masonry walls do not have to be 4’ apart in order to run dogs concurrently, and can each be built against their respective side of that shared wall.

6. The preferred fencing/gating material is white plastic lattice enclosed by PVC frames in 4’ and 8’ sections which can be secured to each other. See “Part 1: About The Club Rulebook” on page ii.

7. Wire ex-pen gating may be used as a supplementary back up to more open gating such as hog panels or short PVC gates. When used this way, the ex-pen gating must be securely affixed to the more rigid gating material.

   a) Ex-pen gating can be used alone if it is secured in such a way that the gating cannot flex, fold, or collapse inward or outward. If used as the primary fencing material, a supplementary visual barrier such as an accordion or snow/construction fencing must be placed outside the ex-pen gating to help the dogs see the barrier.

8. Plastic “snow”/construction fencing may be used if both securely affixed to well-anchored posts every 4’ and also anchored along the base, such as with tent stakes at least every 1’, or folded under and anchored with boards or bales in such a way that dogs cannot escape under the fence by pushing on it. Plastic fencing must also have stiffening such as a line or cord across the top edge. Plastic fencing must be of a color and type that dogs will easily see. Plastic fencing can also be used as a filler material in PVC frames. Plastic fencing cannot be used if not secured to a frame or anchored as described. Plastic fencing cannot be fine, transparent material.

9.Accordion “baby” gates cannot be used as a primary gating material but may be used to add a component of visual deterrence to existing fencing.

10. Chicken wire or any metal material with sharp ends or edges cannot be used.

11. Clubs who are using other gating/fencing materials not described in these rules or are unsure if their current fencing will comply with BHA rules should email photos of their current gating/fencing to info@barnhunt.com. The BHA will review and advise Clubs on gating/fencing.

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### RING DIMENSIONS AND SUPPLIES BY CLASS/LEVEL

<table>
<thead>
<tr>
<th>Instinct*</th>
<th>Novice*</th>
<th>Open*</th>
<th>Senior</th>
<th>Master</th>
<th>Crazy 8s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ring Enclosure Size</td>
<td>Min 15’ x 20’</td>
<td>Max 20’ x 24’</td>
<td>(300–480 sf)</td>
<td>Min 20’ x 20’</td>
<td>Max 20’ x 24’</td>
</tr>
<tr>
<td>Number of bales**</td>
<td>10 or 12 (see page 21 of the Judge Rulebook)</td>
<td>20–30</td>
<td>25–40</td>
<td>35–55</td>
<td>Min 50</td>
</tr>
<tr>
<td>Number of tubes</td>
<td>3</td>
<td>3</td>
<td>5</td>
<td>8</td>
<td>12</td>
</tr>
<tr>
<td>Minimum # of boards</td>
<td>2</td>
<td>2</td>
<td>4</td>
<td>5</td>
<td>6</td>
</tr>
</tbody>
</table>

*Instinct/Novice/Open courses can be built inside a Senior/Master sized ring. See the Judge Rulebook, page 14.

**These bale numbers do not include the extra bales needed for fluff and to replace any bales that become too soiled to use.

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## Part 19: Rat and Litter Tube Setups

### SECTION 1. Preparing the Litter Tubes

Each litter tube will contain 1 cup of used, scented rat bedding/litter. The litter must be the same type as that used in the live rat tubes. At least two rats must have been housed on the bedding to be used in the litter tubes for a minimum of eight (8) hours immediately prior to the Event. The litter the rats are housed on must be no more than 2” deep. The maximum size of the housing area for the used litter is 1 sq ft per rat. (e.g., two rats would be housed in an area not greater than two square feet). Used litter from multiple rats housed as specified above may be collected up to three days prior to the Event and used for up to 50% of the total litter used for litter tubes. The litter must have easily-discriminable-to-the-human-nose rat scent. The litter must be loose in the tube, not enclosed in any type of packaging. Litter quantities must be checked occasionally through the day and more added as necessary to keep the amount at 1 cup.

### SECTION 2. Preparing the Live Rat Tubes

Each live rat tube will contain one rat (or one gerbil in areas where rats are illegal) and 1 cup of fresh, unused litter of the same type that is used in the litter tubes. The rat’s bedding must be checked and replaced and/or replenished as neces-
sary through the day to ensure the rat stays dry and clean. New litter must be used when new rats are loaded in the tube.

### Part 20: Building Courses Prior to the Event

Judges may elect to send course maps to the Club up to 24 hours before the event. Any time after noon of the day before the event, the first courses can be partially or wholly built.

1. **If the Judge is not present.** The Instinct course (if using a dedicated Instinct ring) and bottom layer of all other courses may be built without the Judge of Record being present.

2. **If the Judge is present.** If the Judge of Record who created the course is present to measure the tunnel width and length and adjust as necessary, courses may be completely built except for fluff.
   a) The gates of all completely pre-built courses must be secured and marked with signage. Any person caught on the course after course building is done and prior to the course being used will be Disqualified from the Event. A Misconduct hearing will be held with the results sent to the Barn Hunt Office, and the person will be dismissed from Trial Grounds after the hearing and may not be on trial grounds at any Barn Hunt event until the Advisory Committee has made a final ruling on their status.

### Part 21: During the Event

#### SECTION 1. Trial Hours and Judge Dogs

Club members must be on site at least 1 hour prior to trial start. If Judge Dogs are being accommodated prior to the official start, club members may need to be on site even earlier.

1. Dogs belonging to workers/Helpers may be accommodated in an early blind containing judge dogs, but only to fill the blind; multiple blinds of worker dogs running before official trial start is prohibited.

#### SECTION 2. The General Briefing

All Clubs must hold a General Briefing prior to Class Briefings. This briefing is held by the Trial Chair and/or Trial Secretary. This General Briefing includes:

1. Where Barn Hunt Grounds are and, if an in-conjunction event, a reminder that competitors must abide by the rules of each organization when on the grounds of that organization.

2. Where the general dog potty area is, and where Bitches in Season will be crated and pottied.

3. Where the Rulebooks and written Judge Briefings are.

4. Welcome to new competitors and directing them to those who can answer questions.

5. Where the Class briefings will be held.

6. Introduction of the Judge(s) and the Classes they will judge.

7. The location of each ring and what Classes will be held in that ring.

8. Any special ribbon or prize or raffle announcements.

9. When any Judge dogs will be run.

10. Other information specific to the Event itself.

#### SECTION 3. Required Trial Secretary Duties

1. **Have at least one printed copy of Competitor, Club, and Judge Rulebooks available.**

2. **Set the Blind/Run orders.** Note that run orders are fluid. It often works best for the running order to be handwritten on a white board. Run orders can also be used for general check in. Handlers cannot change their place in the blind, switch which of their dogs will go into the blind first, or move blinds without approval of the Trial Chair or Secretary or Judge, or other club official acting with permission of the Judge/Chair/Secretary. Once the blinds are determined, handlers should stay within their blind.

3. **Post the written Judge’s briefing.** The judge will bring this briefing and it must be posted in a prominent, easily accessible location.

4. **Print out and post at least one copy of the Rat Wrangler and Spectator Guides.** (available on the website under Rules/Resources)

5. **Produce scoresheets for the Judge/Scribe.** Scoresheets must match the samples available in the Resources sec-
6. **Record start and end times.** Record the time each trial starts each day (first briefing) and the time each trial ends (last ribbons given out). Also record the time each class starts (first person walks into the ring, including any Judge dogs being run first) and ends (last person walks out of the ring).

7. **Record scores.** Record scores and times for each competitor, and produce pass/fail (Instinct and Crazy 8s if offered) and class qualifying/placement sheets (Novice and above). These sheets must be posted prominently after awards.

8. **Print ribbon labels/stickers.** Stickers may be affixed to the back of ribbons or provided separately from the ribbon and must include class, dog name, handler name, date, club, run time, placement (if applicable).

9. **Calculate the High in Class Awards.** For A Classes, High Novice, Open, Senior, and Master are required. See "Ribbons and Placements" on page 26 in the Competitor Rulebook for more information on B Classes and other Optional ribbons.

10. **Pay Judges.** Judges should be paid before they leave the event grounds. All judges must be paid in full within 7 days of the last date of the event.

### SECTION 4. Blind Number Balancing

Clubs can balance blind numbers with the permission of the Judge and if doing so does not increase the total number of blinds for that class. However, Clubs cannot blind balance if it adds any extra blinds.

1. **Example of allowed blind balancing:** There are 12 dogs entered in Crazy 8s. Instead of running two blinds of 5 dogs each, and one blind of 2 dogs (three blinds total), the Club may choose to run 3 blinds of 4 dogs each. **The total number of blinds is still 3.**

### Part 22: Results

All Event results uploads and payments are due to Barn Hunt within 7 days of the last date of the Event.

1. **Results Spreadsheet (mandatory).** Use the "Scoresheet Guide" on page 26 to produce an excel spreadsheet. Actual spreadsheet samples are also available through Secretary Functions/Resources. This document contains information that is directly applied to the dog's record and accuracy is critical. If you list Passes, Fails, and Absents on this sheet, you do not have to produce or submit a separate Marked Catalog.
   - Regular Classes and Crazy 8s use separate spreadsheets.
   - Use the Results Checker, available under Secretary Functions, to check your results before submitting them. Clubs who submit incorrect results may be subject to fines.

2. **Online Trial Summary Report (mandatory).** Use “Filling Out the Online TSR” on page 26 as a guide to submit an Online Trial Summary Report. It is critical that this report is accurate since the numbers and times affect Judge performance reports as well as Club efficiency.

3. **Marked Catalog (mandatory or optional depending on what type of Results Spreadsheet submitted, see above).** Produce a marked catalog in pdf and/or Word format. A separate Marked Catalog is loaded for Regular Classes and Crazy 8s. The marked catalog must include:
   - Club Name
   - Trial Date and Number (i.e., 12/01/2019 Trial 1)
   - For each Dog entered: the dog’s registration number, registered name, call name, owner(s) name, Class entered (i.e., Novice A or Master B), Judge name, status (pass, fail, absent), time or points, placement, email.

4. **Back Up Judges.** If you have used a Back Up Judge, record the BUJ’s name in the Results table for each Judge's dog. Do not put the BUJ name on any dogs not shown by the Judge of Record.

### Part 23: Cancellations and Emergencies

#### SECTION 1. Cancellation of Events

Every attempt should be made to hold a Barn Hunt Association, LLC Event as scheduled. In the event of an “Act of God” such as fire, flood, severe weather, etc., an Event may be canceled. The Club must make every attempt to contact entrants and inform them of the cancellation. In such a case, the Club is not obligated to return any or all of entry fees collected, but may do so at their own discretion. Trial/Fun Test application fees for Trials canceled due to an “Act of God” are non-refundable.

1. Other than Acts of God/Emergencies as outlined above, no Licensed Trial may be canceled less than 60 days prior
to the first date of the Event, nor can a Fun Test be canceled less than 30 days prior to the first date of the Event. Events cannot be canceled due to lack of entries.

2. Trials may be canceled more than 60 (30 for Fun Tests) days in advance as long as any/all entry fees are fully refunded.

SECTION 2. Judge Cancellations

In the case of a Judge who unexpectedly becomes ill or for some other reason is unable to judge on the day of the Event, the Club should avoid cancellation of the Event if at all possible. If another Judge is on Trial grounds, that Judge may be asked to judge the Event. If no other Judge is available, the Event may be canceled. OR the Club may use the most experienced person at the Event to judge the Event, as long as that person does not simultaneously perform the duties of Trial Secretary. Clubs in this situation should promptly contact the BHA at info@barnhunt.com to discuss options, and may only use a non-judge as a very last resort.

1. If an available Back Up Judge steps up to take the role of Judge of Record, the Judge’s dogs may be judged by the next most capable person. If an experienced person steps up to judge, they must forfeit their runs and are issued a full refund for those runs. They are paid for the number of dogs they judge.

Part 24: Dealing with Club Errors and Mistakes

It is important to be meticulous in your recording of numbers, legs, qualifying scores, etc. Mistakes not only harm your club, but the sport as a whole. It is especially important to have correct Barn Hunt registration numbers matched with your entry. All Barn Hunt numbers start with “BH-” followed by a series of 5 numbers. There are never fewer than 5 numbers after the initial “BH-”, even if the leading number or numbers include zeros. Common mistakes include no dash, two dashes, extra spaces, the letter O instead of the number 0, etc.

If you make an error in your report, the report will be sent back to you to review/edit before processing the Event. If the error is yours, correct it and return as quickly as possible. If it is the entrant’s, pass the contact information along to the BHA, who will contact the entrant. Entry forms submitted with incorrect barn hunt numbers, if it is an exhibitor error, will have all qualifying scores for that Event withdrawn.

Part 25: Data security

Barn Hunt is electronic-data driven. Reports are all submitted and stored electronically. Trial secretaries must print and keep one copy of all reports for the period of one year in case of computer failure. Trial secretaries must also use a computer backup system to back up all data in case of file corruption or failure. External hard drives or backing up to a cloud system are both acceptable. In addition, it is strongly recommended that trial secretaries take a thumb drive or other external device to the
show and copy all results to the drive at the end of each day in case of accident or computer failure overnight.

**Part 26: Guides and Resources:**

For all scoresheets, remove all formatting and formulas. Do not include any extra headers, columns, or rows. Remove the sample row shown on the sheet (in green below) before inputting your club’s information. The finished scoresheet will have only the column headers below exactly as shown, then a row for each competitor. All trials for an entire event go on one sheet. *Do not submit a document with a separate tab/sheet for each trial or day.*

**Be sure to use the Results Checker before submitting your scoresheet to the Barn Hunt office.** That will ensure very quick processing of your trial. If you get an error on the Results checker (any row shown in pink), there will be an explanation of the error in most cases (it will tell you the name difference or the BH number error, etc.).

**Regular Classes A and B**

| Header row exactly as shown here. Spaces and capitalization identical to sample. |
| No special date formulas here. In Results Checker make sure the date is correct. |
| Each date will have a Trial 1 & Trial 2. A two-day Event with 4 total Trials will have 1 & 2 for Day one, 1 & 2 for Day two. |
| These are your class names, required exactly as shown. Be sure there are no trailing spaces (i.e, Novice[space]). |
| You may now add Fail and ABS to this column as well as Pass |
| Designate None for Instinct and put either A or B for each dog in Novice through Master. |
| Time is exactly as shown. Colon between minute and seconds, decimal between seconds and 10ths. 0:22:15 would be incorrect. |

All of the above notes also apply for Crazy 8s, with a few differences shown below.

**Crazy 8s**

| Exact class name. No spaces, no apostrophes, no trailing spaces. |
| Score is points. No placements in this class. |
SECTION 1.  Scoresheet Guide

SECTION 2.  Filling Out the Online TSR

1. Assigning runs. The Judge of Record who designed the course is assigned all runs for that course for the Online Trial Summary Report, regardless of who stepped into the ring. A note can be added to the TSR that splitting/load

When filling out this form you may SAVE at any time and come back later to finish.

Step 1. Open Secretary Functions, then click “Online TSRs” for your club. Your Trial dates for that club will show up. Click on a date to get the screen at right. Plug in the overall event Start and End time (see instructions.).

Click Next.

Step 2. Each judge will be listed with the classes you assigned in the Event application. Relief-Only Judges will also be listed.

- # Regular Runs are regular competitor runs, dogs that actually step into the ring that are not judge dogs.
- # Judge Dog runs is only for any Judge dogs.
- # Dogs Absent are any dogs who paid an entry but were absent.

Regular Runs + Judge Dog Runs + Dogs Absent = Total Entered

The gray fields will automatically sum for you. Notes put in this section will be shared with the judge.

Click Next.

Step 3. Tell us if there will be forms for us to check on dog aggression, misconduct, and/or trial hearings. Fill out general comments on the Event. If you have notes that you do not want to share with the judge but you want us to address, put them here.

Click in the “I Agree” box.

Click Submit.

Go to Run Payments. Your sum will be ready for you to pay.
balancing/relief judging happened. Be sure to input your number of rings (not shown on this example).

SECTION 3. Rat Tube Construction

Rat tubes are required to be made to these specifications. Clubs who have tubes made to previous specifications that do not match these specifications may not use those tubes in any Trials, Fun Tests, or Clinics.

List of materials:
- (1) 10” section of solid core schedule 40 PVC pipe, 4” diameter
- (1) 4” PVC clean-out snap-in drain cap
- (1) 4” female adapter
- (1) 4” PVC clean-out plug
- Clear PVC cement
- Two types of paint (recommended Rust-Oleum camouflage spray light color plus flat yellow)

Instructions:
1. Cement drain cap into pipe
2. Drill 7 columns of 5/16” air holes 2” apart in pipe (7 columns spaced 2 3/32” apart)
3. Check drilled holes for sharp edges and file down if necessary.
4. Put female adapter on the pipe. Drill 7 holes lined up with the columns
5. Drill 4 holes in the clean out plug
6. Screw clean out plug into the female adapter
7. Wipe down and blow off the outside of the rat tube before painting.

The instructions above describe a legal rat tube. Metal fittings, black ABS pipe, etc. are not allowed. Paints should be colors that blend well with straw, dark colors discouraged.
Note: These photos are of an unpainted tube. Tubes must be painted prior to use.
8. Painted tubes should sit for several days before being used with rats.

SECTION 4. Lattice Fencing Example

Lattice fencing is made in 4’ and 8’ sections. The cross legs are not glued, so they can be removed for corners and gates. They can be tied together with zip strips, bungies, etc. Not shown in these photos; legs on interior side of ring can be shortened or removed to prevent a tripping hazard.