

Rabbits 101
Tonna Thomas
tthomas00@sbcglobal.net

This Rabbits 101 is for all the secretaries who have volunteered to be the show secretary. Hopefully it will make your job easier. This article is geared towards the basics again. I will try to help the first time exhibitor and the not so first time exhibitor interpret a show catalog, enter their rabbits properly on the entry form, and what changes you can and cannot make to your entry once it's been turned. I will also touch on some clerking issues that will help the secretaries with their paperwork. I once had a woman tell me every person ought to secretary a show once in their lifetime. What a true statement!

Many secretaries have the same questions asked prior to each show. "My breed is not sanctioned, can I still show it?" What does 'Sanctioned' mean? "This is my first show; I'm not sure what to do" and many more questions.

Let's start with the day you receive the catalog or you go online and view the catalog. It should tell you who the secretary(s) are, the Superintendent, and the judges and registrar. The secretary is the person who will be completing all show paperwork. The superintendent will make sure the show runs smoothly and assigns the judges the breeds they will be judging. If it states a "Double" show that means you can show your rabbits-cavies twice (Show A & Show B). You cannot show one rabbit in both open and youth in show A. Youth can show a rabbit in Open A and Youth B or vice versa. However, I will say this does become a slight headache for the secretaries.

All catalogs must list if it is an ARBA sanctioned show. It is mandatory this be included in the catalog if sanctioned. What "ARBA Sanctioned" means is the club has paid a fee to the ARBA and is required to have ARBA license judges to judge the show along with a pre-determined set of standards. It also means you will receive legs for any wins that have 5 or more rabbits shown by 3 or more exhibitors. Now you are saying to yourself a LEG? A leg is a certificate the secretary will send along with the exhibitor show report if the above requirement was filled. It takes 3 legs for a **qualifying** rabbit to become a Grand Champion. A qualifying rabbit is one with no disqualifications, has been registered with an ARBA registrar, and at least one of the legs was obtained as an intermediate or a senior and the wins must be under at least 2 different ARBA Judges. More information on "Rules Governing Awarding Legs on Grand Champions" can be found in our new ARBA Member Handbook on page 42.

The catalog will also state which breeds are "sanctioned". This is where a majority of questions arise. Breeds that have been "sanctioned" are breeds that the hosting club has paid an additional sanction fee to a National Specialty club. If a breed has been "sanctioned", the show secretary will send the results of said breed to the National Specialty Club. Members of those clubs will receive sweepstake points for their rabbits when placed in the top 5 of each class. Some specialty club award points to 10th place at some shows. Points are usually calculated as follows. First receives 6 x's the number in the class, second receives 4 x's the number in class, third receives 3 x's the number in class, fourth receives 2 x's the number in class and fifth receives 1 x's the number in class. Some clubs offer points for Best and/or Best Opposite of Breed. You should check with your specialty club for more specifics, each club has their own specific rules.

Now you notice your breed is not under the "Sanctioned" breeds. Can you still show it? Of course! Any time there is an ARBA Sanctioned All Breed Show, you may show any recognized breed of rabbit and cavy. All ARBA shows possessing an all breed sanction must accept entries for every recognized breed of rabbit and cavy. Unrecognized breeds please refer to the Standard of Perfection for show rules.

Many clubs will only sanction a breed if there were 10 or more shown at their previous show. Some clubs may hold their shows at different locations. Therefore the sanctioned breeds may be different from show to show. Most clubs will allow exhibitors to sanction their specific breed if the exhibitor submits payment for it either directly to the specialty club or if time allows through the hosting club. To submit it yourself, you will need the ARBA Sanction number, show date, location and the secretary's name, address, phone and email. Forms can usually be found on specialty club websites. It is very important to note that any sanction procurement must be done in the host club's name therefore formal permission from the host club must be obtained prior to any attempt to sanction with a National Specialty club; sanctions are issued to clubs, not persons. Remember, most specialty clubs have a deadline for sanction requests. The deadline allows for catalogs to be updated and fellow exhibitors to be informed of the "late" sanction.

You will also note some breeds are sanctioned open or youth. Open class is for adults or youth to show in. Youth class is only for youth. **Adults, please, please don't show your rabbits in your child or grandchild's name just so they have the "win"**. The ARBA Show rules require that any entry be the property of the exhibitor at the time of entry. Adults entering animals in a youth's name is not only unethical but also violates the ARBA Show Rules.

Please remember that most secretaries will not answer their phone the night before the show as they are more than likely at the facility setting up. If you need to contact the secretary, call a day or two prior to the show.

When a catalog has a starting time printed, they are in hopes of starting by that specific time. Sometimes clubs are short on help sorting cards and sometimes the exhibitors are bringing their entries late to the secretary. Please, if the catalog states an entry deadline; make sure to have your entry in by the specific time. Then you can turn around and help sort the cards!

Entry forms – Here is the nightmare for the secretary when they enter the data into the show programs. If you have ever been a data processor you will know how easy it is if the data is in a format that you may have to click once or twice to make a few changes, not have to change every field. Please note the 2 examples of entry forms. When entering, please remember to keep like breeds together and enter your breed in judging order. Take a sheet of paper and write down your entry in, then you can transfer it to the entry form in its proper order. Computer generated entries – WE LOVE YOU! Make sure to write open or youth on your entry and remark cards.

CORRECTLY COMPLETED ENTRY FORM
RABBIT ENTRY FORM

ENTRY NO. Sec. Use Open Youth Show A Show B DATE 5-1-2013

EXHIBITOR/OWNER NAME Tonna Thomas

ADDRESS 5 Happy Secretary Lane

CITY Anywhere STATE MO ZIP 12345 PHONE 417 555-5555

E-MAIL tthomas00@home.zip

EAR #	BREED	VARIETY	CLASS	SEX	ENTRY FEE
ABC	Satin	Black	Sr.	Buck	\$3
CBA	Satin	Black	Sr.	Doe	\$3
EFG	Satin	Chin	Jr.	Buck	\$3
KLM	Satin	Chocolate	Jr.	Doe	\$3
EFG	Holland Lop (H. Lop or HL)	Solid	Sr.	Buck	\$3
QRS	Holland Lop	Solid	Sr.	Doe	\$3
TUV	Holland Lop	Solid	Jr.	Buck	\$3
KLM	Holland Lop	Broken	Sr.	Doe	\$3
NOP	Holland Lop	Broken	Jr.	Buck	\$3
OPQ	Holland Lop	Broken	Jr.	Doe	\$3



Total Rabbits 10

Total \$30

INCORRECTLY COMPLETED ENTRY FORM
RABBITR ENTRY FORM

ENTRY NO. Sec. Use Open Youth Show A Show B DATE

EXHIBITOR/OWNER NAME Tonna Thomas

ADDRESS 5 Secretary Nightmare Lane

CITY STATE ZIP PHONE

E-MAIL Tthomas

EAR #	BREED	VARIETY	CLASS	SEX	ENTRY FEE
ABC	Satin	Black	Sr.	Buck	
QRS	Holland Lop	Solid	Sr.	Doe	
EFG	Satin	Blue	Sr.	Doe	
DEF	Holland Lop	???	Sr.	Doe	
OPQ	Holland Lop	Broken	Jr.	Buck	
MNO	Satin	Chin	Sr.	???	
XYZ	Satin	Chocolate	Sr.	Buck	
HIJ	Satin	Chocolate	Sr.	Doe	
EFG	Holland Lop	Solid	Sr.	Buck	
JKL	Holland Lop	???	Sr.	Buck	



Total Rabbits

Total \$

When you hand write your entry and judging cards, you may know your writing but someone else may not. Letters that look like alike are; S and 5, an I - L and 1, Z & 2, B & 8 and D, O 0 and can cause confusion when entering them in the show programs. Rabbits are bucks and does-not male and female or boy and girl.

Breeds that are shown by groups (broken/solid/Jap/magpie), the individual color does not need to be on the entry form. A tri-color or broken black or broken castor etc. Mini Rex only needs to be listed as Broken. Please, if there is any question as to the variety of your entry, or if you are unsure of how to enter the rabbit/cavy; ask for help. Other exhibitors, judges, or show personnel are all nearby and can prevent a situation where your animal would be disqualified once the show starts.

There are two shows you will be showing in. In the first show you have a junior rabbit disqualified for being overweight in the class. You may "bump" it up if your breed allows for the next show if the Standard of Perfection for that breed permits moving it up to the Senior class- **BUT**, you must change it on your original entry form and the remark card for the second show. If your rabbit was disqualified for being under weight, you may **not** show it in a lower class than its true age. That is an ARBA rule! Please make sure to go to the secretary and make the necessary changes. Again it slows down the data entry process if changes are not noted on the entry form and just completed on the remark card. At all times, the entry form is the formal document that is evidence of your show entry. Note that the ARBA Show Rules dictate that entry information may not be changed once judging has commenced. Check your entry form carefully; mistakes occur and can be easily corrected however cannot be changed once judging has started. Also, your remark card is not the official document, your entry form is the official document. Changing information on a remark card will only cause a conflict in the show paperwork and result in the animal being scratched from the formal results.

Ear changes are not allowed at the judging table once the judge has commenced judging. Even if it is a matter of a single digit difference or transposed digits, the ear number must match the paperwork. Ear numbers must contain alpha-numeric characters only. Symbols, hyphens, and punctuation included in the ear are disqualifications. These are all ARBA rules. Double check your ear numbers and your entry. Nothing is worse for the judge to turn his first place animal ear over and have the wrong ear number and have to disqualify it.

Sometimes youth exhibitors will show in youth in the first show, only to find they were showing against themselves. It is legal to move the youth to the open class for the second show but again, make sure to inform the secretary and make a note on your entry. Again, this must be done **BEFORE** the judging of the second show starts. When there are separate secretaries for open and youth and you don't make the changes properly, let's just say secretaries are pulling their hair out.

Another item that can help the secretaries out is properly marked judging cards. Many times secretaries will start sorting cards at home and find a BOV or BOSV isn't marked on the judging card. Needless to say, when she has to call the judge a week or two later and ask what she placed Best of Variety, few can remember. Clerks, we know you have volunteered to write for the judge and WE do appreciate it. We also need the cards to have the specific information on it completed. As a show secretary I would rather have the placement and all winnings on the card than to have all the judge's comments on it. In the end, the exhibitor would also prefer to have the placements and awards than all the comments as it insures proper credit for wins. Some clubs are going to a "Placing Card" which has only the amount in class, placement and awards, a place for comments and why the animal was disqualified, and judge. I believe that could help alleviate the fear first timers clerking.

Another issue is when the judge is not written at least one of the cards. At the end of the day, when breeds are moved from one judge to another, it is easy to forget to make that change on the master judging list. If it is written on the first couple of cards, that will help the secretaries tremendously. Take a moment to meet the judge, it also doesn't hurt to ask for their judge's number to include on the control sheet with their name. If you do not know the judge, it is an excellent way to make a new friend. Judges are as grateful to writers (comment takers) and ramrods (individuals organizing classes of animals to the table) as the show secretaries; perhaps more so.

One item that is causing problems is what some refer to as the "squatters" or "campsites". Congestion of chairs, grooming tables, and brick-a-brack can make for a hectic show if the exhibitors cannot get their rabbits to the tables. If the showroom is full, you may be asked to remove your chair. Some shows are so popular and have out grown their facility but cannot find another location. It is very easy to recommend getting another building until you learn what facilities are charging to allow events to lease the building. Leave room for rabbits and exhibitors to safely move around. Placing chairs in front of the judges table to watch the judging is also causing traffic issues. We all like to sit and visit, but in reality, make room for rabbits, not chairs.

As with every other aspect of life, the Golden Rule is the best policy. Consider how your actions can help support the show and fellow exhibitors. Shows are managed and hosted by volunteers donating their time and often finances so we can enjoy a day showing our rabbits and cavies. Just as hosts are expected to be gracious, we as guests should be as equally gracious and supportive. Provided we work together every show will be the experience that got us each hooked on this wonderful avocation. In closing, I hope this helps everyone enjoy your next show!