**Process for receiving entries for CKC Tracking tests, effective January 2017.**

* As entries are received in the mail, the test secretary will open the entries, discard any duplicate entries, and place the remaining entries into the following categories:
	+ **Worker draw** (if the club has published that a worker draw will take place).
		1. Workers with **untitled CKC recognized** breed entries
		2. Workers with **titled CKC recognized** breed entries
		3. Workers with **untitled unrecognized** breed and untitled mixed breed entries
		4. Workers with **titled unrecognized** breed and untitled mixed breed entries
	+ **Untitled CKC recognized** breed entries
	+ **Titled CKC recognized** breed entries
	+ **Untitled unrecognized** breeds and untitled mixed breed entries
	+ **Titled unrecognized** breeds and untitled mixed breed entries
	+ If the test is a breed specialty,
		- **Untitled Breed** entries
		- **Titled Breed** entries
* If total entries received by closing date are less than or equal to the number of tracks at each level offered in the premium, then a draw is held for catalogue number purposes only.
* If total entries received by closing date exceed the number of tracks offered in the premium, then a draw of those entries will be held in this order, **for each level of test offered**:
	+ **Worker draw** (if applicable) **Untitled Breed Specialty** draw (if applicable)
	+ **Untitled Breed Specialty** draw (if applicable)
	+ **Worker draw** (if applicable) **Titled Breed Specialty** draw (if applicable)
	+ **Titled Breed Specialty** draw (if applicable)
	+ **Worker draw** (if applicable) **Untitled CKC recognized** breed draw
	+ **Untitled CKC recognized** breed draw
	+ **Worker draw** (if applicable) **Titled CKC recognized** breed draw
	+ **Titled CKC recognized** breed draw
	+ **Worker draw** (if applicable) **Untitled unrecognized/mixed** breed draw
	+ **Untitled unrecognized/mixed** breed draw
	+ **Worker draw** (if applicable) **Titled unrecognized/mixed** breed draw
	+ **Titled unrecognized/mixed** breed draw

At the discretion of the club hosting the test, up to **one quarter of the places within a given test level** can be reserved for club workers from previous tests, as defined by the club.

The number of places that can be set aside for this worker draw is

* 0 for 1-3 tracks
* 1 for 4-7 tracks
* 2 for 8-11 tracks
* 3 for 12 tracks

Any workers that were unsuccessful in obtaining a place in the worker draw will be added to the general pool of entrants for the main entry draws.

**A random draw of all non-duplicate entries will be conducted within 48 hours of the closing date.** The test secretary will conduct the entry draw on the date, time and location as so specified in the Premium List.