

THE
AMERICAN FIELD
THE SPORTSMAN'S JOURNAL

542 SOUTH DEARBORN : CHICAGO, ILLINOIS 60605

Important Notice

Dear Club Official:

Best wishes for a successful scheduled field trial. Please read the following information carefully.

- Results and write-ups of a completed field trial are to be forwarded to The AMERICAN FIELD as soon as possible within thirty (30) days following completion of the trial. Readers want current news and owners whose dogs win should be able to read reports within a reasonable time frame.
- Any reports received more than ninety (90) days after the advertised start of a trial will receive only limited coverage; any results of a trial received later than 180 days after a trial is held *will not be recognized*.
- It is incumbent on club officials to ensure that all paperwork is properly submitted at the *same time*. This includes: Forms for Essential Data listing the winners; a neatly prepared write-up if one is to be included (see opposite side for electronic submission), and photos with proper identification.
- The enclosed Essential Data Forms are to be used when reporting the winners. Essential Data Forms are also available on the American Field Website. These are interactive — information may be key-stroked and forms printed. The club should retain a copy of these forms until the winners' placements are credited.
- For major stakes (open and amateur), please e-mail drawings and *Bulletins* with winner information for posting on Web to amfieldedit@att.net
- Please note: ***All electronic devices (cell phones/recovery devices) are to be turned off while dogs are in competition. Please announce this morning and afternoon so all are informed.***

Sincerely,

The American Field
Publishing Company

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Preparing and Submitting a Field Trial Report

Dear Club Official or Correspondent:

The proper preparation of a field trial write-up can assist greatly in the timely publication of your club's trial results. Here are some guidelines:

- Please submit your report via e-mail. Write-ups should be sent in a TEXT version or Microsoft Word to: amfieldedit@att.net
- Please double-check the spelling of participants' names and give your text a final reading for spelling and grammar before submitting. Digital photos may be sent via e-mail, but as attachments.
- *All* material — Essential Data forms, photos, text and any other pertinent information — should be submitted at the same time if possible.
- Please be sure that all photos are properly captioned.