

## Putting Together Your Premium List

The following are personalized **alterations or additions** to the basic premium list format that each club needs to fill in:

### Page 1 – Front page

1. EARLY ENTRIES CLOSE **[fill in time & date]** at the FTS' address **[optional to add the mailing address]**  
DAY OF TRIAL ENTRIES CLOSE 30 MINUTES PRIOR TO ROLL CALL  
at the Field Trial Secretary's table
2. **Add your club name (and logo if you use one).**
3. **Date, Region, complete address** of the site of the event.
4. **Fees.**

### Page 2

1. Fill in **[club officers]**
2. **[Judges and assignments]** (complete addresses are optional). A complete list of judges can be found on the ASFA web site, [www.asfa.org](http://www.asfa.org).
3. Please use a **grid** to show the judges' assignments – if you wish to print a running order, you can add it under the grid.
4. Field Committee: **[fill in your committee members]**
5. TRIAL HOURS: **[fill in your times for TRIAL HOURS and ROLL CALL].**

### Page 3

1. STAKES OFFERED **[Open, Field Champion, Veteran & Limited are mandatory – Single Stake is optional]**. These are all REGULAR Stakes. Only Kennel & Breeder Stakes are Non-Regular, and usually used for Nationals and special occasions.
2. **Best in Field** is optional.
3. Veterinarian on Call: **[fill in your veterinary information]**.
4. Running Certifications is optional, and can be fit anywhere in the premium list.
5. Course design: one course plan for each day. Yardage must be a minimum of 500 yards without doubling up on itself. Yardage and topography must be indicated (trees, fences, building, etc), with complete yardage totaled. The course design distances must be to scale. NOTE: The course designs must fit within the four pages of the actual premium list, and NOT added as an insert.

### Page 4 – back page

Field Trial Secretary's mailing address; Directions, other pertinent information.

### Entry form

1. Use current version of the Entry Form – download from [www.asfa.org](http://www.asfa.org) web site if necessary.
2. Follow the complete header format, **[fill in your club date, fee, etc, information]**

### Certification/Waiver form

Use current version of the Certification/Waiver form – download from [www.asfa.org](http://www.asfa.org) web site if necessary.

### Inserts

Additional pages can be added as necessary for other pertinent information, other special events, special trophies, meals, accommodations, etc. Inserts are not part of the official premium list.