AKC Ring Stewards

PERSON WHO IS RESPONSIBLE FOR THE SMOOTH RUNNING OF A SPECIFIC RING; FOR EXAMPLE, ASSEMBLING THE CLASSES, DISTRIBUTING ARMBANDS, ETC., THEREBY ENABLING THE JUDGE TO CONCENTRATE ON JUDGING THE DOGS.

Ring Steward Duties

- Distribute armbands to exhibitors.
- Check off picked-up armbands in the Steward's Book.
- Call dogs into the ring.
- Let the Judge know if there are any absent dogs.
- Pull ribbons needed for the dogs in the ring.
- If asked, tell the Judge a dog's birthdate from Steward's Book.
- Write 1st, 2nd, 3rd, and 4th placements in Steward's Book next to armband #s.
- Write the winners' numbers in the Steward's Book in the appropriate spaces.
- If a dog makes a mess in the ring, provide cleaning supplies to the exhibitor. (The exhibitor should clean up the mess but the steward can help by holding the dog's leash.)
- Set up or have someone set up the table or ramp when needed.

Checking In

At the beginning of the show day, check in with the Chief Ring Steward at the Club Table.

- Check in at least 15 minutes prior to your scheduled time.

- Let the CRS know you have arrived.

- Tell the CRS of any new conflicts that may have arisen since your last communication.

- You should have received a schedule by email, but things happen; people get sick, etc. Always check to make sure there are no changes to your ring assignments. A copy of the most current Ring Steward Schedule will always be at the Club Table.

The Steward's Bag

Onofrio, the show Superintendent, prepares a Steward's Bag specifically for each ring containing:

- A roll of ribbons
- Armbands
- Steward's Book
- Show Catalog
- Rubber bands
- Pens
- Steward's badge
- Walkie-talkie

If you are opening a ring at the beginning of the day or after the lunch break, collect the Steward's Bag for your ring from the Superintendent's table.

Return the items in the Steward's Bag to the Superintendent's table before closing down the ring for lunch and at the end of the day. Do not leave them unattended at the ring.

The Judge's Table

Lay out the roll of ribbons on the Judge's Table inside the ring.

The Steward's Table

Place the Steward's Book(s), catalog, armbands, rubber bands, and pens on the Steward's Table, which is just outside the ring. (The Superintendent may provide two copies of the Steward's Book since sometimes two Stewards work a ring: one hands out arm bands while the other pulls ribbons and calls dogs into the ring. Otherwise, exhibitors can look through the second book.)
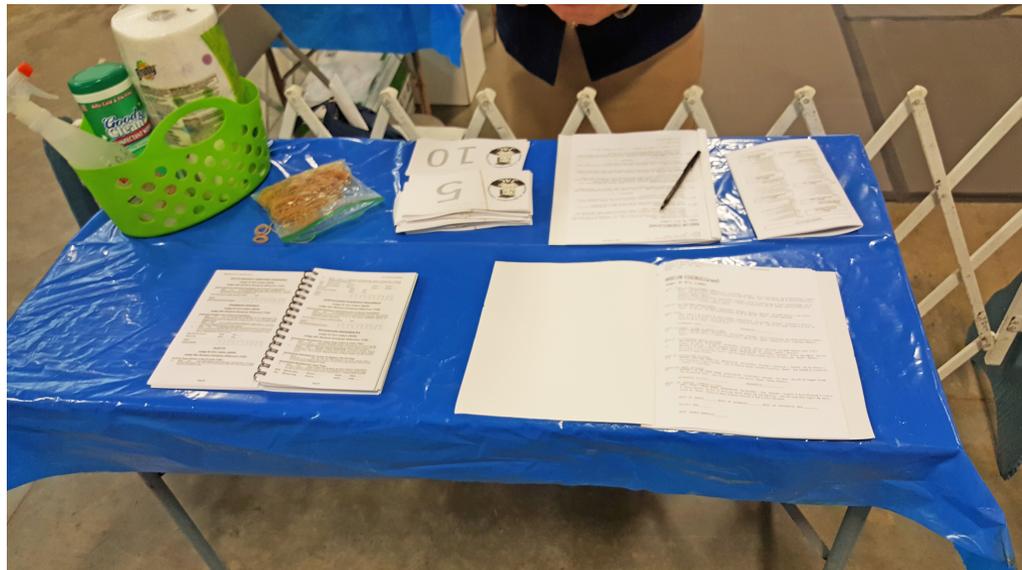
Additional Supplies

Each ring should also have:

- Cleaning basket containing a spray bottle of cleaner, roll of paper towels, disinfectant wipes.

- Soft cooler bag containing bottled water or other drink (as requested by the Judge) and snacks for the Judge.

- Thermos of coffee or hot water for tea, if requested by the Judge.

- Judge's basket containing hand sanitizer, first aid kit, notepad, pen, etc.

These items should be placed in the rings by the show workers by 7:30 am each morning of the show.

Hand Out Armbands

- Check off each armband next to the dog's number in the Steward's Book as you hand it out.

- Note absent dogs next to their number in the Steward's Book. (Keep in mind that exhibitors can be mistaken about absentee dogs. Do not accept the word of another exhibitor that a dog is absent. You can't be certain a dog is absent until they fail to enter the ring when called.)

```
     BEST OF BREED COMPETITION
 √ 5              Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Dog. Breeder XXXXXXXXXX. Dam
                  XXXXXXX. Sire XXXXXXX. Owner XXXXXXX.
 √ 7              Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Dog. Breeder XXXXXXXXXX. Dam
                  XXXXXXX. Sire XXXXXXX. Owner XXXXXXX.
Abs 9             Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Dog. Breeder XXXXXXXXXX. Dam
                  XXXXXXX. Sire XXXXXXX. Owner XXXXXXX.
 √ *12            Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Bitch. Breeder XXXXXXXXXX. Dam
                  XXXXXXX. Sire XXXXXXX. Owner XXXXXXX.
 √ *18            Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Bitch. Breeder XXXXXXXXXX. Dam
                  XXXXXXX. Sire XXXXXXX. Owner XXXXXXX.
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Note: Onofrio arranges the armbands of each breed by number, and bundles them with a rubber band. Onofrio then arranges the bundles in the order that the breeds show in the ring. Keeping the armbands arranged this way makes it easier to distribute them. Try not to mix them up!

Hand Out Armbands, cont.

- Exhibitors may ask to see how many armbands have been checked off in your book. This is fine as long as it doesn't interfere with your duties or slow you down.

- Once the dogs have entered the ring and you know for sure that a dog is absent, note the absence on that armband and place it in a pile on the Judge's Table. The judge needs to mark absent dogs in the Judge's Book and this pile can help the judge make sure none are overlooked.

Note: Always be polite, even if exhibitors are occasionally rude or demanding. Remember, they are often under a lot of pressure. More importantly, you represent the club so it is important to always be polite and patient regardless of provocation.

Move-Ups

Exhibitors who finish their dog's championship on one day of a show may move the dog up from the classes to the Best of Breed competition for the following day. If an exhibitor tells you this is the case:

- Give the exhibitor the armband.

- Make a note in the Stewards Book of the move up.

- Confirm with the Judge that the Superintendent has made the change in the Judge's Book. *If the Judge's Book has **not** been changed to show the move-up, use the walkie-talkie to call the Superintendent to come to your ring. The Superintendent needs to resolve the problem **before** judging begins for that breed.*

- Call the dog into the ring for the Best of Breed Competition – a male dog behind the other male specials or a female dog after the female specials.

Table and Ramp

- If a breed requires a table or ramp, or if the Judge requests one, move it into the ring. You may ask someone outside the ring to help you.

- Ask the Judge where he/she would like the table or ramp to be placed. Most prefer it where dogs are examined but just off the matt so it won't be in the way when the dogs go around the ring.

- Remove the table or ramp from the ring when the Judge has finished judging the breed or breeds that need it.

Call Dogs Into the Ring

- Before the first class, ask the Judge how they prefer dogs to line up when they enter the ring.

- At ring time (and not before), refer to the Steward's Book and announce the breed and the first class. (*"Dalmatians, puppies 6 to 9 months, numbers 3 and 5."*)

- If an armband was not picked up, call the number at least twice. (*"#9 has not picked up. Last call for #9!"* Or, *"#9 was reported absent. Last call for #9!"*)

Note: Speak up! Shout! It is noisy around the rings and exhibitors will appreciate being able to hear you.

Ribbons

As soon as the dogs have entered the ring, pull the ribbons the Judge will need for that class. For example, if there are two class dogs, just pull a blue ribbon and a red ribbon.

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   OPEN DOGS
√  *7        Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
             Sire XXXXXXX. Owner XXXXXXX.
√  11        Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
             Sire XXXXXXX. Owner XXXXXXX.
√  15        Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
             Sire XXXXXXX. Owner XXXXXXX.
√  19        Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
             Sire XXXXXXX. Owner XXXXXXX.
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1 2 3 4
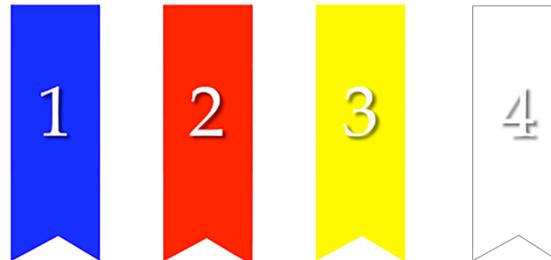
During the Judging

- After you call a class into the ring and have pulled the ribbons, continue handing out armbands.

- Keep an eye on the Judge's progress.

- If a dog makes a mess in the ring, provide the exhibitor with cleaning supplies. It's the exhibitor's responsibility to clean the mess, although you can help out by holding the dog's leash.

Record the Class Winners

While the Judge is distributing ribbons, write the placements in the Steward's Book by the dog's number/name.

```
BRED-BY-EXHIBITOR BITCHES
√ 10      2    Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
               Sire XXXXXXX. Owner XXXXXXX.
√ *14     3    Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
               Sire XXXXXXX. Owner XXXXXXX.
√ *22     1    Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
               Sire XXXXXXX. Owner XXXXXXX.
```

Winners Dog

- After the Judge has seen all the classes for the male dogs, call the first-place winner of each class back in the ring for Winners Dog judging.

- Call the winners back in the ring in the **reverse order** the classes were judged. For example, Puppies 6 – 9 were judged first and Open Dogs was the last class, but for WD, the Open Dog should be at the front of the line and the 6 – 9 month puppy at the end of the line.

- To help keep track of the winners and the order in which they will be needed, many Ring Stewards note the first-place winners in the Steward's Book in the order they will need to be called back in the ring for Winners Dog.

```
PUPPY DOGS, 6 MOS & UNDER 9 MOS
√ 5       1  Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
             Sire XXXXXXX. Owner XXXXXXX.
√ *17     2  Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
             Sire XXXXXXX. Owner XXXXXXX.

TWELVE TO EIGHTEEN MONTH DOGS
√ 3       2  Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
             Sire XXXXXXX. Owner XXXXXXX.
√ 13      3  Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
             Sire XXXXXXX. Owner XXXXXXX.
√ 19      1  Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
             Sire XXXXXXX. Owner XXXXXXX.

OPEN DOGS
√ *7      4  Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
             Sire XXXXXXX. Owner XXXXXXX.
√ 11      1  Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
             Sire XXXXXXX. Owner XXXXXXX.
√ 15      2  Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
             Sire XXXXXXX. Owner XXXXXXX.
√ 21      3  Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
             Sire XXXXXXX. Owner XXXXXXX.     11  19  5

WINNERS DOG_____        RESERVE_____
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Call class winners in this order for WD

Reserve Winners Dog

After the Judge has selected Winners Dog, call the second-place winner from the Winners Dog's class back into the ring to compete for Reserve Winners Dog.

```
PUPPY DOGS, 6 MOS & UNDER 9 MOS
√ 11      2      Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
                 Sire XXXXXXX. Owner XXXXXXX.
√ *17     1      Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
                 Sire XXXXXXX. Owner XXXXXXX.

TWELVE TO EIGHTEEN MONTH DOGS
√ 3       1      Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
                 Sire XXXXXXX. Owner XXXXXXX.
√ 15      3      Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
                 Sire XXXXXXX. Owner XXXXXXX.
√ 19      2      Name XXXXX. #XXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
                 Sire XXXXXXX. Owner XXXXXXX.              3  #17

WINNERS DOG_____3_____          RESERVE_____19_____
```

In this example, Winners Dog was #3 from the 12 – 18 Month Dogs. So, the Ring Steward called in the second-place winner from 12 – 18 Month Dogs, #19, to compete against the first-place winner from Puppy Dogs 6 – 9 Months and the Judge awarded him Reserve Winners Dog.

Only One Class

If there is only one class for dogs, the first-place winner is automatically Winners Dog and the second-place winner is automatically Reserve Winners Dog. So, pull ribbons for Winners Dog and Reserve Winners Dog, as well as 1st, 2nd, 3rd, and 4th places.

```
   OPEN DOGS
√ *7      3     Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
                Sire XXXXXXX. Owner XXXXXXX.
√ 11      2     Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
                Sire XXXXXXX. Owner XXXXXXX.
√ 15      1     Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
                Sire XXXXXXX. Owner XXXXXXX.
√ 19      4     Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
                Sire XXXXXXX. Owner XXXXXXX.

   WINNERS DOG_____15_____          RESERVE_____11_____
```

(And if this is the only class entered for this breed, WD will also be Best of Breed!)

Bitch Classes & Winners Bitch

Repeat the procedures for the male class dogs and Winners Dog for the class bitches and Winners Bitch.

Best of Breed

- Call the dogs into the ring for the BOB competition. Most judges prefer the male specials to come in first, followed by the female specials. Onofrio usually lists the entries in this order. Last is Winners Dog followed by Winners Bitch.

- Pull ribbons for Best of Breed, Best of Winners, Best Opposite Sex, Select Dog and Select Bitch, and Best Owner-Handled as needed. (For example, if there is only one sex in the ring, you don't need Best Opposite Sex. If only one sex was entered in the classes, you don't need Best of Winners, etc.)

- Note the winners in the appropriate spaces in the Steward's Book.

```
   BEST OF BREED COMPETITION
 √ 5        Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Dog. Breeder XXXXXXXXXX. Dam
            XXXXXXX. Sire XXXXXXX. Owner XXXXXXX.
 √ 7        Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Dog. Breeder XXXXXXXXXX. Dam
            XXXXXXX. Sire XXXXXXX. Owner XXXXXXX.
 Abs 9      Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Dog. Breeder XXXXXXXXXX. Dam
            XXXXXXX. Sire XXXXXXX. Owner XXXXXXX.
 √ *12      Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Bitch. Breeder XXXXXXXXXX. Dam
            XXXXXXX. Sire XXXXXXX. Owner XXXXXXX.
 √ *18      Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Bitch. Breeder XXXXXXXXXX. Dam
            XXXXXXX. Sire XXXXXXX. Owner XXXXXXX.

   BEST OF BREED__7___  BEST OF WINNERS__22___  BEST OF OPPOSITE SEX__12____

   SELECT DOG___5___   SELECT BITCH__18___

   BEST OWNER-HANDLED__12___
```

Owner Handled

An asterisk next to the dog's number means it is eligible for the Owner-Handled competition. If any of the specials or WD or WB in the Best of Breed competition qualify for Owner-Handled:

- Pull an Owner-Handled Ribbon along with BOB, etc.

- Let the Judge know which dogs are OH when he/she is awarding ribbons.

```
PUPPY DOGS, 6 MOS & UNDER 9 MOS
11        Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
          Sire XXXXXXX. Owner XXXXXXX.
*17       Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
          Sire XXXXXXX. Owner XXXXXXX.
```
Indicates Owner-handled
```
TWELVE TO EIGHTEEN MONTH DOGS
3         Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
          Sire XXXXXXX. Owner XXXXXXX.
15        Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
          Sire XXXXXXX. Owner XXXXXXX.
19        Name XXXXX. #XXXXXXXX. Birthday XXXXXXX. Breeder XXXXXXXXXX. Dam XXXXXXX.
          Sire XXXXXXX. Owner XXXXXXX.

WINNERS DOG_____        RESERVE_____
```

Requests

- If any of the exhibitors want photos of their wins and the Judge has time, use the Walkie-Talkie to request a photographer to come to the ring. (However, the exhibitors often prefer to have photos taken in front of the club's backdrop. That is up to them and the Judge.) *Note: If the Judge is running behind, photos may have to wait for the lunch break or before the Groups. Do not hold up the judging schedule for photos.*

- If you or the Judge need anything (more water, etc.), use the Walkie-talkie to ask for it.

- If you need a break, use the Walkie-talkie to ask for someone to relieve you.

- If a handler comes up to the ring during judging and requests to replace another handler in the ring, ask the Judge for permission to allow the change. Note: If the dog has already been examined, the handler can't be replaced.

For more information go to:

www.akc.org/rules/

Scroll down to *Dog Show Stewards*

under CONFORMATION