

**Official NACSW™**  
**ELT, ELT-S, NW1 Trials**  
**November 18-19, 2023**

**TRIAL LOCATION: Richfield Middle School, 7461 Oliver Ave S, Richfield, MN 55423**

It is not appropriate to contact or visit the trial location prior to the trial date, nor should training take place on trial grounds once an event is approved/announced. Our locations are real life search environments where people work, go to school, etc. Pre-trial contact or visits risk the host losing the opportunity to use the location again in the future.

**Trial Host:**

St. Paul Dog Training Club  
Agent: Kristi Portugue

**ELT:** Saturday, November 18, 2023  
**ELT-S:** Sunday AM, November 19, 2023  
**NW1:** Sunday PM, November 19, 2023

**Certifying Official:** Shelley Smith

**Judges:** Dave Wulfing & Matt Gliniany

**Entry Cost**

**Elite:** \$175 per dog and handler team  
**ELT-S:** \$110 per dog and handler team  
**NW1:** \$110 per dog and handler team

**Number of Entries**

**Elite:** 30 entries  
**ELT-S:** 20 Entries  
**NW1:** 25

One dog per handler per level/element.

## TRIAL ENTRY INFORMATION

### Trial Entry Open and Closing

- The draw period for the trial will open on Tuesday, October 3, 2023 at 11:00AM Central. Entries will be awarded by random draw of all entries received between 11:00AM Central October 3, 2023 and 11:00AM Central October 5, 2023.
- Trial entry will close at the end of the draw if the trial and wait list are deemed full. If the trial and wait list are not full, the trial will remain open for entries until they are deemed full or the day of the trial.
- We will not be taking payment until you are given a space in the trial. If you are given a space in the trial, you will receive information on how to submit payment. You will then have 48 hours to complete your payment to confirm your space in the trial.

### Entry Method

All entries will be on-line via the link provided to the NACSW trial entry form. Paper and phone entries will not be accepted. Completing the form is not a guarantee of entry. You will receive a confirmation from the trial secretary Gayle

Hunter at [huntersglencurlz@gmail.com](mailto:huntersglencurlz@gmail.com) to let you know if your entry has been given a space in the trial.

## **Entry Requirements & Selection**

**A Qualified Entry is one that meets all the following criteria:**

1. Complete the on-line trial entry during the draw period listed above.
2. The Handler is a NACSW member in good standing for the 2023-2024 membership year (8/2/23-7/31/24)
3. The Dog is registered and in good standing with the NACSW.
4. Dogs participating in a trial must be at least one year of age.
5. The Dog has achieved the prior title level and ORT title (passed all 3 odors) at least 14 days before the trial opens for entries. This applies to all levels.
6. Qualified entry for NW1 – Dog has not yet earned a NW1 title level.  
Qualified entry for Elite – Dog has earned a NW3 elite title and has not yet earned an ELT-CH title.  
Qualified entry for Elite Select– Dog has earned a minimum of one NW3 title or any one L3 title (L3I, L3E,L3C, or L3V). Note that teams with higher titles (Elite Division and Summit) are also eligible to compete.

**Trial spaces will be determined in the following manner:**

- Spaces will be awarded by a random draw of all Qualified Entries received during the draw period listed above.
- Once the trial opens for entry, if you are having technical difficulties entering during the 48-hour draw period, please email [trialeentry@nacsw.net](mailto:trialeentry@nacsw.net) prior to the end of the draw period. For any other questions that are not related to the trial entry system, contact the trial host.
- No dog will be given a space in more than one trial of the same level and type at a single event.
- You may enter multiple dogs for entry in the draw. However, only one dog/handler per title level will be accepted into the trial. Entry will go to the dog selected in the draw – you may not swap to an alternate dog. If multiple dogs are selected in the draw, you may select which dog you wish to enter. Once a dog has been entered as a second dog/handler entry, you may not swap handlers after the draw to change the entry to a first dog/handler unless the trial is not full.
- If a trial level is not full after the draw of Qualified Entries, then there will be a Secondary Draw of any entries received that did not meet the ORT title or title requirements. These entries will be accepted pending completion of the requirements. **Note:** dogs must earn their ORT title and prior title level at least 3 days prior to the trial date to be eligible to compete. If the required title or ORT title is earned less than 14 days prior to the event, it is the competitor's responsibility to notify the host that the requirement has been completed.
- If the trial level and wait list are not full after all entries received during the draw period have been processed, entries will continue to be accepted in the order they are received until the trial and wait list are deemed full.
- For Exhibit Only Dogs (FEO): Dogs running FEO are not eligible to receive titles or earn placement ribbons. FEO results will not be included in the posted trial results. If space remains after all qualified entries are accommodated on October 16, 2023, then we will offer spaces for those who wish to run a dog For Exhibition Only (FEO). Second dog/handler FEO entries on the same day will be offered spaces after October 30, 2023.
- The trial host of an event has the right to refuse entry of any competitor or dog for just cause as approved by the National Trial Committee. Just cause includes lack of adherence to NACSW rules and guidelines and the policies outlined in each event entry premium.
- Some trial entries may be given priority entry based on contributions to the organization and the trial process.

You will be notified via e-mail of the results of the random draw by October 12, 2023.

If you have a spam blocker on your email account, please configure it to allow email from [huntersglencurlz@gmail.com](mailto:huntersglencurlz@gmail.com) in order to ensure delivery of confirmation and information about this trial.

You will then have 48 hours to complete your payment to confirm your space in the trial. Trial payments are payable to St. Paul Dog Training Club by PayPal or credit card. PayPal and credit card are paid through the PayPal site - no PayPal

account required.

A waiting list for alternates will be started as soon as entries are filled. Alternates will be contacted when a space opens. Depending on last-minute trial logistics, we may opt to not fill all canceled spaces.

NACSW reserves the right to cancel a trial if minimum entry numbers are not met.

*Be sure you read and understand the guidelines for this trial before entering. By submitting a registration for this NACSW Trial, you acknowledge that you have read, understand, and accept the policies and liability information of NACSW.*

## CANCELLATION POLICY

The following cancellation policy applies:

- For cancellation of entries on or before 12:00 Midnight CST, November 3, 2023 – Full refund minus a \$25 processing fee.
- For cancellation of entries between 12:00 Midnight CST, November 3, 2023 and before 12:00 Midnight CST, November 15, 2023 – Full refund minus a \$25 processing fee if the host fills your space. No refund will be issued if the host doesn't fill your space. If the space is filled with a discounted or free entry, you will receive a refund dependent on the income from the replacement entry.
- For cancellation of entries after 12:00 Midnight CST, November 15, 2023 – 50% of the trial entry fee will be refunded if the host fills your space. No refund will be issued if the host doesn't fill your space. If the space is filled with a discounted or free entry, you will receive a refund dependent on the income from the replacement entry.

If you earn the title that makes you no longer eligible for the level you are entered, then you must contact the trial secretary, Gayle Hunter, at [huntersglencurlz@gmail.com](mailto:huntersglencurlz@gmail.com) to cancel your entry and will be subject to the published cancellation policy. You may opt to change your entry to an FEO entry in this case and will be placed on the FEO waitlist and only receive a space in the trial if the host is accepting FEO entries.

All cancellations must be emailed to the trial secretary Gayle Hunter at [huntersglencurlz@gmail.com](mailto:huntersglencurlz@gmail.com).

For cancellations that meet the above guidelines, refunds will be issued within 30 days of the request and no later than 14 days after the trial date.

Entry fees shall not be refunded if a dog or handler is absent, disqualified, or excused by the NACSW official or judge.

*This cancellation and refund policy applies to competitors that must withdraw for any reason including but not limited to injury, illness, emergency, and personal or work-related reasons.*

*If the trial cannot take place or be completed by reason of fire, civil disturbances, an Act of God, public emergency, or any other cause beyond the control of the trial organizers, then the trial host will make their best effort to provide partial refunds after recouping their expenses.*

## LOCATION DETAILS

Modeled after real-life detection work, NACSW trials are held in many different locations, with a variety of terrain, under varying weather conditions. Dogs and handlers need to be able to safely negotiate a variety of surfaces, including, but not limited to, tile, linoleum, carpeting, gravel, asphalt, uneven surfaces, and slippery footing. Handlers should be prepared to deal with a variety of weather conditions, including heat, cold, rain and snow. Trials frequently require covering extensive distances to get to and from the parking area to each of the search areas and generally require that this be done across natural, uneven surfaces. Handlers should be prepared for physical demands and must be able to navigate the terrain with their dog accordingly. Participants should expect to spend most of the day outside or in their vehicles as there are rarely indoor crating options at trials. Please be prepared for you and your canine partner to deal with all of these varying environmental challenges. Handlers should familiarize themselves with potential regional risks and health concerns that may affect themselves or their dogs. Handlers agree that they are entering this trial at their own risk.

### **ADA Site Specific Conditions**

This trial location is a middle school. The parking lot, pathways and search areas may require you to navigate pavement, grass and possibly snow-covered ground, including some steps. There will be long walks to the search areas that will involve moderate elevation changes.

Due to unforeseen conditions, such as weather or change in availability of areas at the location, these conditions may be

modified at the last minute.

### **Parking**

The parking lot is paved with no shade available. The lot is large to accommodate extra space between vehicles. Due to unforeseen conditions, such as weather or change in availability of areas at the location, this policy may be modified at the last minute.

### **Reactive Dog Parking**

There will not be reactive dog parking at this trial. However, the lot is large to accommodate extra space between vehicles.

Due to unforeseen conditions, such as weather or change in availability of areas at the location, this policy may be modified at the last minute.

### **Unentered Dogs**

Unentered dogs must remain in the competitor's vehicle during the trial day. There will be ample potty areas, but unentered dogs should not be allowed to "play", exercise, or train on the trial grounds.

Due to unforeseen conditions, such as weather or change in availability of areas at the location, this policy may be modified at the last minute.

### **RV Parking**

There is space for RVs to park in the competitor parking area during the trial day. To reserve a space, you will need to contact the host after you receive confirmation that you have received a space in the trial. Email Kristi Portugue at [kportugue@gmail.com](mailto:kportugue@gmail.com) to reserve RV space. No overnight RV parking is available.

Due to unforeseen conditions, such as weather or change in availability of areas at the location, this policy may be modified at the last minute.

### **Running Vehicles or Generators in the parking lot**

Running your vehicles or generators is allowed at this trial. If you are doing so, please be mindful of those parked around you and find a space that doesn't adversely affect your fellow competitors and their dogs.

Due to unforeseen conditions, such as weather or change in availability of areas at the location, this policy may be modified at the last minute.

### **Smoking**

Smoking is not allowed on this trial site, including the use of e-cigarettes.

### **Hotels**

Competitors are encouraged to research hotel accommodations using <http://bringfido.com> or a comparable website.

## **DOG INFORMATION**

### **Dog Policies**

- All dogs must be on a 6' leash at all times when not being tested. NO flexi-leashes while not participating in a competition search.
- Dogs that need space from dogs may wear a red bandana, provided by the dog's handler, to help signal others that the dog needs extra space from dogs.
- Dogs will be toileted in designated areas and handlers must pick up and dispose of waste.
- Dogs and handlers must stay in designated areas to avoid contaminating testing space, interrupting a test, or from viewing any part of the testing.
- Competitors should expect to keep their dogs confined in a crate or vehicle when not competing. The logistics of a trial typically do not allow for dogs to hang out on leash in between searches. Competitors should plan to provide their own shade using canopies or shade cloths.
- Refer to Location Details (above) for information on unentered dogs.

### **Females in Season**

Females in season will be allowed to run wearing "pants" at the end of each search after all other dogs have been judged. Handlers with females in season should park and toilet their dogs away from the other dogs if the location logistics permit. Handlers must contact Kristi Portugue at [kportugue@gmail.com](mailto:kportugue@gmail.com) so plans can be made for the dog.

## OTHER INFORMATION

### **COVID-19 Information**

Event attendees are required to adhere to the NACSW [COVID-19 Event Guidelines and Rules](#)

In addition to those guidelines the following changes and guidelines are in effect for this trial due to COVID-19. There are currently no travel or mask restrictions for this area.

If there are any significant changes or updates after the draw period, entrants will be notified via email. Competitors are responsible for staying up to date on any jurisdictional requirements for their home location as well as the trial location including any travel guidance.

### **Rules**

Complete rules are available at [www.NACSW.net](http://www.NACSW.net). **It is the responsibility of each competitor to read and understand the current NACSW Rule book prior to participating in a NACSW event.**

### **Liability**

By registering for the trial, the competitor hereby assumes all risks of, and responsibility for, accidents and/or damage to her/himself or to her/his property or to others, resulting from the actions of her/his dog. The competitor expressly agree that the NACSW, St. Paul Dog Training Club and its assignees or any other person, or persons, of said groups, shall not be held liable personally, or collectively, under any circumstances, for injury, and/or damage to her/himself, for loss or injury to property, whether due to uncontrolled dogs or negligence of any member of said groups, or any other cause, or causes. The competitor also agrees to assume all financial liability that may be incurred by the NACSW due to the actions of themselves or their dogs regardless of the cause.

### **Sportsmanship**

All competitors/handlers and spectators are expected to follow the rules of the NACSW and demonstrate good sportsmanship. This includes making sure the hide placements are unknown to the handler prior to testing and kept secret from other competitors. Please do not discuss hide placement or any details of a dog's performance that may provide information or clues to other handlers or may be overheard.

### **NACSW Results**

Results for each search and overall will be posted after all searches are completed and scores are verified for you to record your results for your own records. It is your responsibility to ensure your scores are accurate prior to leaving trial grounds. If a discrepancy cannot be verified at the trial, you may be instructed to submit a score card review request. It is not the responsibility of the host or NACSW to return score sheets that are left behind or to mail ribbons that are not picked up.

### **Spectators**

Additional guests are welcome, however spectating opportunities may be limited. Spectators may not photograph or video searches. Spectators are reminded that the hide placements must not be discussed, nor should they speak with any competitors about what they saw until after the trial is complete.

No dogs will be allowed in the spectator area. No unentered dogs with spectators are allowed at the trial.

An adult accompanying a minor must be present during the searches.

Everyone at the trial site must sign the waiver provided by the host and comply with all event requirements.

Competitors are not allowed to watch the trial at any time.

### **Videotaping and Photography**

At the host's discretion, a photographer and/or video service may be present during the trial to offer photos and/or videos for sale to the competitors.

If the site allows public video to be taken, handlers may wear visible head or chest cameras to record their searches. You will not be allowed extra time at the start line to get your camera functioning. Please be sure it is ready to go prior to arriving at the search area. Videos may not be made public until completion of the trial day.

There is no photography or video allowed by spectators or volunteers.

As a condition of your entry, you agree to allow NACSW, or their agents, to video you and your dog during the entirety of the NACSW event. These videos are the property of NACSW. All competitors, through entry at any NACSW event, waive any and all rights relative to video broadcast or photography of such event.

### **Questions**

All trial related questions, contact Kristi Portugue at [kportugue@gmail.com](mailto:kportugue@gmail.com).