

# GA NAWGJ Judges' Request Form



Please use one form for each meet booked.

Club or School Booking Judges: \_\_\_\_\_

Date(s) of Competition: \_\_\_\_\_ Name of Meet: \_\_\_\_\_

USAG Sanctioned (?) \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Number of gymnasts expected: \_\_\_\_\_

Meet Site Address: \_\_\_\_\_ Number of Judges requested: \_\_\_\_\_

\_\_\_\_\_ GA \_\_\_\_\_ Site Phone # \_\_\_\_\_

Please circle the level(s) of competition for your meet:

AAU 2 3 4 5 Prep USAG Compulsory 2 3 4 5 6 USAG Optional Prep 7 8 9 10 College

If your meet will include **pure** sessions of USAG Prep Ops, will you pay: (*check one*)

Regular Judging Fees \_\_\_\_\_ or Prep Op Reduced Judging Fees \_\_\_\_\_

Meet Director: \_\_\_\_\_ E-Mail \_\_\_\_\_

Address: \_\_\_\_\_

Home # \_\_\_\_\_ Gym # \_\_\_\_\_ Cell # \_\_\_\_\_ Fax # \_\_\_\_\_

I understand the terms and conditions of the judges' employment are governed by the USAG as part of their sanctioning procedure. Assigning fees are \$3 per judge requested. All judges and the assigning official must be notified if there are changes in this contract 7 days prior to the meet. A minimum of 7 days notice is required for cancellation of officials. Failure to comply will result in payment by the Meet Director of 2 hrs. judging time per judge cancelled as well as non-refundable expenses incurred. Fees are based on judges' ratings.

**SIGNATURE OF MEET DIRECTOR** \_\_\_\_\_

**Special Judging Requests:** (themes, requesting judges by name, preferring local judges, etc)

If you choose to make a special request, please initial here \_\_\_\_\_ indicating you have read the next page.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE** Check # \_\_\_\_\_ Date Received \_\_\_\_\_

JUDGES	RATING	CONFIRM	JUDGES	RATING	CONFIRM
1			11		
2			12		
3			13		
4			14		
5			15		
6			16		
7			17		
8			Alt.		
9			Alt.		
10			Alt.		

# GA NAWGJ

## Guidelines for Booking Judges



**GA NAWGJ is happy to serve the gymnastics community as Booking Agent for all women's artistic gymnastic meets in Georgia.** All judges for all meets can be contracted through our organization, both sanctioned and unsanctioned. Judges may not accept assignments unless the request has gone through the official assigner for Georgia (Gwyned Bius.) To do so may invalidate their NAWGJ insurance. *Please do not put judges in this position by calling them yourself.* The Georgia USAG Board has designated GA NAWGJ as its booking agent for all meets over which it has jurisdiction.

**Theme Meets** GA NAWGJ prides itself both on the professional appearance of our judges as well as having capable judges possessing outstanding dedication to our sport. Our judges will appear at the meet in the official uniform with dress shoes unless you have specifically requested your meet to be a "Theme Meet" on the *Judges' Request Form*. If you choose a theme, please be specific with how you would like the judges dressed. For example, if it is a Halloween theme, do you want the judges in costume or in Halloween themed apparel? Example: Our theme is *Pretty Pink Princesses* and we would like the judges in our pink shirts and tiaras (provided) with black slacks and dress shoes.

**Requesting Judges by Name** In Georgia, our long standing procedure has been to book meets with those judges having the highest rating and most seniority (years at that rating) assigned first. You may choose to *request specific judges* (there is no guarantee they are available). Generally we do *not* recommend this but it is done sometimes for large invitationals that also request several out of state judges. You may also *indicate judges you do not want* assigned to your meet.

*Our booking system only takes location into consideration in a few instances:*

**Non-Metro Area Gyms** If your gym is NOT in metro Atlanta (Athens, Augusta, S. Georgia, etc.) we will make every effort to assign any judges from your area first. If for some reason you do not wish us to do this, you must indicate as such on the *Judges' Request Form*.

**Hard to Book Meets** We designate some meets far outside the metro Atlanta area as "Hard to Book" meets. Generally these are meets we have had difficulty booking judges for due to the distance. In our current booking system each judge is required to choose one "Hard to Book" meet.

**Choosing Local Judges** If you are a metro Atlanta gym and wish to reduce the travel expenses (mileage and hotel costs) of your judges, you may choose to request judges from your local area. We will do all we can to honor your request but can not guarantee this will always be possible. If you choose this option you must give a very clear description of what you consider local. As one guideline judges that are more than 55 or 60 miles away may require a hotel room.

Please note that there may be some judges that would like to judge your meet even if they are NOT local with the condition that they accept no (or reduced) travel expenses. If this is acceptable you must indicate this as well. So if you request local judges you must give us 1) a definition of local, ie. *within 60 miles, within 30 miles, within 100 miles, anywhere within 25 miles of the perimeter* and 2) if non-local judges (by YOUR definition) can accept the meet for no or reduced travel expenses. Examples: I would prefer judges from within 40 miles of my gym, but will accept non-local if they do not require a hotel room or mileage reimbursement. OR I would prefer judges from within 60 miles, but will take one non-local if they want to stay at my house and I will reimburse gas expenses OR I only want judges 80 miles or less from my facility, and no non-local judges. The judges understand that this option is available to control your meet expenses per the R&P.

Please contact me or Gwyned with any questions. Sincerely, Sharon Doyle – GA NAWGJ SJD  
[sharondoyle@comcast.net](mailto:sharondoyle@comcast.net) 770-985-8067 (H) 770-363-0061 (C)