



**MELBOURNE
ROYAL**
ALL BREEDS
CHAMPIONSHIP SHOW



2023 Exhibitor Information

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Welcome

Thank you for being a part of the 2023 Melbourne Royal All Breeds Championship Show, conducted by Melbourne Royal.

Before arriving at the Melbourne Royal Show, please read this Exhibitors' Information Booklet carefully, as it contains information to assist you in planning your arrangements for attending the Show.

Once again, we have a team of friendly Show staff to assist you during the Show. Please work cooperatively with our team. We pride ourselves on providing the best possible service to you and welcome constructive feedback.

Contact Information

Dogs Event Manager
Kye Biddulph-Murphy
E: dogs@melbourneroyal.com.au
T: 03 9281 7474

Cameras

To enhance the exhibitor experience, you will be able to view the activity in each ring on dedicated screens around the benching areas.

Arriving at the show

Pavilions

All exhibitors and dogs entered into an event at the 2023 Melbourne Royal All Breeds Championship Show will be housed in either Pavilion 18 or 19, situated in the Dog Precinct at Melbourne Showgrounds.

Pavilion open and closing times

Pavilions will be open at 6:30am and closed at 5:00pm each night.

Pavilion 19 will be closed to the public from 12:30pm for 30 min each day. We hope this enhances the exhibitor experience whilst competing at the Melbourne Royal Show.

Vehicle access

Vehicles will be able to enter the Dog Drop Off Zone via Gate 7, Leonards Crescent between the hours of 6.30am and 9.00am each Show morning.

To ensure the security measures are upheld, all Exhibitors will be required to have their e-ticket available to enter their vehicle into the drop off zone.

Please have your e-ticket ready for inspection at both the vehicle Gate 7 and Pedestrian Gate 7a.

There will be no less than two Melbourne Royal attendants and security personnel to provide instructions and advice in relation to dropping off equipment and dogs. To reduce congestion, it is important that the driver follows all instructions provided by Melbourne Royal staff at the time. Do not block the footpath at any time.

Vehicles are not to be left unattended for more than 5 minutes. It is strongly recommended that vehicles contain two occupants – one occupant to accompany the dog(s) and equipment into the relevant Pavilion; the other occupant to be responsible for the vehicle and its removal from Melbourne Showgrounds after drop off.

Arrival process

This year you must show your entry ticket to access the Gate 7 Dog Drop Off Zone, as well as the pedestrian entry gate.

Exhibitors will be provided with one entry ticket per exhibit entered into the 2023 Melbourne Royal All Breeds Championship Show for each day that the exhibit is participating.

General Admission tickets will be available to purchase at these gates if required. To avoid delays and help with congestion it is recommended that any extra tickets that may be required are to be purchased prior to Show. This can be done online at www.royalshow.com.au.

As referred to in your covering letter, you will need to pick up your information pack at the Administration Office located in Pavilion 19 on your first day of competition.

Proceed as directed into pavilions and refer to the Benching Plan at entry to locate allocated benching areas.

You will have your Bench Number allocated to you and sent to you when you receive your e-tickets. We will also attach a map of your bench location within the Pavilion. This should assist you with planning your arrival.

Benches will be signposted with benching sheet numbers. Please do not remove or move these numbered sheets. Proceed to your allocated benching area, locate your bench and make yourself and your dog(s) comfortable. Our team of Dog Section Attendants will be on hand to assist should you have any questions or require assistance.

Departure process

It is a condition of competition entry that all Exhibitors and dogs remain in the Pavilions until 5:00pm each day. Unless otherwise advised on the day, departure will occur via Gate 7. Please note that the same guidelines apply as during the Arrival Process. Vehicles will not be permitted to stay more than 5 minutes in the carpark.

Dog movement

Exhibitors are prohibited from walking around the Showgrounds and dogs must remain in the Dogs Precinct at all times.

Alcohol

In accordance with licensing regulations, alcohol is not to be brought into Melbourne Showgrounds.

Please note that Melbourne Royal, its officials and appointed security have the authority to confiscate any alcohol that is open, visible and being actively consumed onsite.

Benching

The Benching Plan is created by Melbourne Royal and the Dogs Committee. Benches are allocated according to breed and available space in the Pavilions. While allocation of benches also takes into consideration any formal benching requests that have been received, this is not guaranteed.

Bench sizes

Single (Large): 1940w x 950d x 800h
Double (Medium): 982w x 950d x 800h
Triple (Small): 652w x 950d x 800h

Equipment

Please ensure that you bring the following items with you:

- Suitable collar and lead to ensure that dogs are secured to the benches
- Folding chair(s)
- Grooming and preparation equipment for your dog(s)
- Trolley and/or crate if required
- Lunch

Please note that if you are providing your own crate that this needs to be the wire variety to allow viewing of your dog(s).

Please note:

- All dogs are required to be visible to the general public for the full duration of the day
- Exhibitors are not permitted to place trolleys, chairs or other items of equipment in the public walkway
- Exhibitors are requested to refrain from sitting on or in the benches

Barriers

Barriers will be placed between the benches and the public walkway. These are put in place for the safety and security of yourself, your dog(s) and the general public, it is important to keep the gates shut. The barriers are not to be removed or interfered with in anyway during the Show by any Exhibitor(s) or anyone accompanying an Exhibitor.

Best of Breed, Best Puppy, Best Baby Puppy of the Day & Best Brace of the Day

Winners of Best of Breed, Best Puppy, Best Baby Puppy and Best Brace will be invited to return on Saturday 30 September to compete on General Specials Day.

An envelope containing your admission ticket for General Specials Day will be provided to you, in the ring by the Trophy Steward.

If you do not receive an envelope containing your admission ticket for General Specials, please note that this can be collected from the Administration Office in Pavilion 19 after the award (Best of Breed, Best Puppy and Best Baby Puppy award has been announced).

Car parking

Parking is available for Dog Exhibitors at Flemington Racecourse. Entry is via Flemington Drive, accessed via Epsom Road.

Please note that Victoria Racing Club (VRC) will charge a daily parking fee of \$10 for Melbourne Royal members and \$25 for non-members.

Disabled parking

Limited disabled parking is available in surrounding streets and the VRC managed car park (at a cost of \$25 or \$10 for Melbourne Royal Members).

Disabled parking bays are limited and not subject to pre-booking. Allocation of these bays will be on a 'first come/first serve' basis. Please refer to www.royalshow.com.au for further information.

Please Note: Disabled parking is for holders of a Disabled Parking Permit only.

Permit parking

Exhibitors are reminded that street parking in the immediate vicinity of Melbourne Showgrounds is deemed 'Residential' and requires a residential permit. Parking without a permit will attract a parking fine from the local Council which will be the Exhibitors' sole responsibility.

Catalogues

Preordered

During the Show pre-ordered catalogues can be collected from the Administration Office in Pavilion 19. If you pre-ordered your catalogue you will have a catalogue coupon printed at the bottom of your Exhibit ticket.

Available for purchase

A small quantity of catalogues will be made available for purchase for \$30 during the Show from the Administration Office in Pavilion 19.

Certificates

Challenge Certificates are offered at this Show, one for each sex of every breed, at the discretion of the Judge.

Class Winners must be ready to return to the ring for the Judging of the Challenge Winner at the completion of class judging (i.e. Challenge Dog judging immediately follows the completion of Open Dog; Challenge Bitch at the completion of Open Bitch).

The exhibit placed second in the class the Challenge Winner was from, will be required to re-enter the ring for the Judging of Reserve Challenge.

Best of Breed is judged from the Challenge Winners. Runner-Up Best of Breed will be chosen from the exhibit which was "Reserve" to the Best of Breed Winner and the other Challenge Winner.

Best Puppy of Breed will be competed for by the winners of the Puppy Class (3 and 3A), after the completion of Best of Breed Judging. Once an exhibit has been beaten, it may not compete again against the exhibit that was successful (i.e. if a puppy won Best of Breed, it would automatically be Best Puppy of Breed).

Best Baby Puppy of Day will be selected from the four rings being judged. Best Baby Puppy of Breed will compete for Best Baby Puppy of Ring, which then competes for Best Baby Puppy of the Day. This will ensure that the Judge will only need to judge 4 dogs.

Best Brace of the Day will be judged at the conclusion of all breed judging on the day. Only Best Brace of the Day will be invited to return for judging of Best Brace in Show.

Certificates & prize cards

Certificates will be distributed to recipients during the day. Certificates will not be left at any unattended benches nor given to any other person or persons other than the recipient.

Any unclaimed certificates will be made available from the Administration Office until General Specials Day on Saturday 30 September. Prize cards will be emailed.

Change rooms

Change rooms are provided for exhibitors which are single occupancy unisex inside Pavilion 19. There will be Exhibitor Only Male and Female toilet blocks located at the rear of Pavilion 19.

Exhibitors are requested to keep these in a clean and tidy state to ensure that all Exhibitors can enjoy the comfort of these facilities.

Close of show

In the event of judging being still in progress after 5:00pm, exhibitors will be advised of an adjusted departure time.

Competition rules

The Melbourne Royal Show is conducted under the General and Special Regulations of Melbourne Royal and the Rules and Regulations of the Victorian Canine Association Inc (VCA) and therefore form part of the conditions of entry.

A copy of the General and Special Regulations may be inspected at the offices of Melbourne Royal or the Administration Office located in Pavilion 19.

Competition results

Exhibitors can access live results via my.melbourneroyal.com.au and select 2023 Melbourne Royal All Breeds Championship Show.

Comprehensive results can be accessed via www.melbourneroyal.com.au/dogs.

Crates

Exhibitors are requested to ensure that the crate is an appropriate size for their dog.

Melbourne Royal has a limited number of crates that can be made available for hire on the day from the Administration Office. The daily hire fee is comprised of a \$10 hire fee plus a bond.

- Small crate: \$50 deposit (on return of crate Melbourne Royal will refund you \$40)
- Medium crate: \$70 deposit (on return of crate Melbourne Royal will refund you \$60)

The bond portion will be refunded on return of the crate at end of day. In the instance that a crate sustains any damage during hire period, the bond will be forfeited by the hirer.

Exercise area

An exercise area will be made available for Exhibitors to exercise and toilet their dog(s). Exhibitors are requested to ensure that all faecal matter is picked up and appropriately disposed of as per Dogs Victoria rules. Toileting dogs on outside rings, pavilion walls, grandstand, cabins or any other structures is not accepted. Melbourne Royal will provide appropriate equipment.

Grooming in pavilions

Sprays, powders and similar products are not to be used inside the Pavilions. Melbourne Royal will provide a grooming area at the western end of Pavilion 19. This area will be complete with grooming tables and dryers. All equipment provided in this area remains the property of Melbourne Royal and cannot be removed from the area by any Exhibitor under any circumstance.

Judging

A list of the Judging Rings allocated to each breed will be on display near the Administration Office in Pavilion 19. Breaks in judging are at the discretion of the Judges and Stewards, please check with your Assembly Steward if you need to know when a break will be taken.

The onus is on the exhibitor to be present at the ring when required, and to wear the exhibit number applicable to the exhibit being handled. After 3 calls, an exhibit will be declared absent by the Ring Steward if its number has not been acknowledged, and the exhibitor is not present in the ring at the time when the Ring Steward consigns the class to the Judge for the commencement of judging.

In the event of judging being in progress after 5:00pm exhibitors will be advised of an adjusted departure time.

Judging – events

Check In will be held from 8:00am – 9:00am each day. Conformation rings **will not** commence judging before 9.00am from Friday 23 September to Friday 30 September. Judging on Saturday 1 October will commence at 9.00 am.

Rally Trials

Thursday 21 September 2023

Check in will be held from 8:00am – 8:30am and bitches are to be vetted during this time.

Judging will commence no earlier than 9:00 am.

Obedience Trial

Friday 22 September 2023

Check in will be held from 8:00am – 8:30am and bitches are to be vetted during this time.

Judging will commence no earlier than 9:00 am.

Agility and Jumping Trial

Saturday 23 September 2023

Check in will be held from 7:15am – 8:00am.

Walking of the first Open Agility course will commence no later than 8.00am.

Agility and Jumping judging will commence no earlier than 8:30am.

Please Note: no vet checking.

Agility Games

Sunday 24 September 2023

Check In will be held from 8:00am – 8:30am.

Walking of the first Novice Snooker course will commence no later than 8:30am.

Games judging will commence no earlier than 9:00am.

Please Note: no vet checking.

Junior Showmanship

Heats will be conducted at 3.30pm, or at the completion of breed judging each day.

Entry and photo permission forms can be completed at the Dogs Pavilion Office each day by 2:00pm. Please present proof of age ID (ie. school issued student ID card) when submitting your first entry.

2023 Judging Panel

Conformation

- Annika Ulltveit-Moe (Sweden)
- Zeljko Gajic (Slovenia)
- Gerardo Paolucci (Argentina)
- Dr György Tesics (Hungary)

All Breeds Sweepstakes

- Simon Mills (NSW)

Action Dogs

- Kim Houlden (VIC)
- Maribeth Murphy (VIC)
- Barry Cotton (VIC)
- Jenny Taylor (NSW)

Lost & found property

Any items of lost property that are handed into the Administration Office are retained for a period of 1 month after the conclusion of the Melbourne Royal Show. Should you find an item please hand it in to the Administration Office where it can be securely held until collection.

Medical facilities

Should first aid be required, event medical professionals can be contacted through the Administration Office in Pavilion 19.

Triple 000 calls: if the nature of the emergency requires that a emergency services attend the site and persons place a 000 call, please contact the Melbourne Royal EMC Emergency Line on 03 9281 7400.

Pass outs

Exhibitors and exhibits are not permitted to leave the Show until 5:00pm or the conclusion of judging whichever is the later.

Requests for breed judging days in 2024

Requests for breed judging days should be forwarded, in writing, on official letterhead to the Dogs Event Manager by Friday 3 November 2023.

The Melbourne Royal Dogs Committee takes into consideration all correspondence, and endeavours to comply with all requests however Melbourne Royal and the Dogs Committee cannot guarantee that all requests can be accommodated.

Smoking

Melbourne Showgrounds is a completely smoke free venue, which applies during the 2023 Melbourne Royal Show including bump-in and bump-out. The policy will help protect the community from exposure to and illness resulting from second-hand smoke, remove litter from cigarette butts and reduce fire hazards.

Exhibitors, staff, patrons, contractors and any other visitors onsite wanting to smoke will need to exit the venue to do so. The implementation of the new smoke-free policy is part of Melbourne Royal's commitment to creating a healthier and more enjoyable environment for exhibitors, event patrons and staff.

Test and tag

All electrical items and cabling must have a current test and tag performed by a ticketed person. Melbourne Royal do not allow double adaptors and only power boards with an RCD fitted will be accepted. Items without a test and tag will be removed and defective or damaged equipment will be confiscated and destroyed. During the Show, Energy Safe Victoria will be performing a safety audit of all electrical items.

Toilets

Exhibitor only toilets will be provided at the rear of Pavilion 19. A general public toilet block is located outside opposite across from the Masterchef Kitchen, behind the Poultry Pavilion. Please see onsite signage or pavilion attendants if you require assistance in locating the facilities

Valuables

Do not leave valuables unattended. It is suggested that whilst you are in the Judging Ring you have someone look after your valuables. All equipment and valuable items are the responsibility of the owning Exhibitor. Melbourne Royal will not be held responsible for valuables that are lost or stolen.

Veterinary surgeon

A vet will be in attendance throughout the day. Please note that the vet is there for emergencies only. If your animal does require emergency attention please contact the Administration Office.

Water

Water for exhibitors

Hot and cold water facilities will be provided in Pavilion 18 and 19. These facilities are solely for human use only. Exhibitors are requested to refrain from using these facilities for the watering of their dog(s), washing of dog bowls or associated animal equipment.

Water for dogs

Water for dogs can be accessed outside at the rear of Pavilion 19.

Exhibitor cleanliness & responsibilities

Exhibitors will be responsible for cleaning up after their animals at all times including when in the judging ring. Appropriate equipment such as bags, scoops and mops will be available for each ring.

Please ensure all rubbish is removed from the benching areas when you leave.

Code of Conduct

Exhibitors and Agents

The purpose of this Code is to provide guidance on the standards of conduct expected of Exhibitors and Agents.

Each of you is responsible for your actions, as well as ensuring to the best of your ability, work by this Code and all related regulations and program requirements. It is your responsibility to ensure that you and Melbourne Royal® can provide an enjoyable and safe environment to the community. Please take time to read and understand this Code, and if you have questions, please contact Melbourne Royal's Executive Manager, Brand development & Engagement or Executive Manager, People & Culture.

CONDUCT AND BEHAVIOUR

Any Exhibitor/Agent found to have engaged in conduct unbecoming or failing to comply with this Code can be subject to penalties or disciplinary action. Such conduct includes:

- Non-compliance of Melbourne Royal policies, signage or directions from Melbourne Royal staff
- Behaviour that negatively affects the experience, safety or wellbeing of visitors or Melbourne Royal staff, including behaviour that is:
 - Offensive or discriminatory
 - Intimidating, aggressive or bullying
 - Drunk and disorderly
 - Unwelcome or uninvited physical contact
 - Sexual harassment
 - Continued or unreasonable disruption of staff performing their duties
 - Tampering with exhibits
 - Any conduct that is unlawful or unsafe
 - Smoking in Melbourne Showgrounds

MELBOURNE ROYAL VALUES

The Melbourne Royal Values include Be FIRST – Fearless, Innovative, Respectful, Successful and Together.

We expect Exhibitors and Agents who may be temporarily located on our site to follow the Code and the Values.

STATEMENTS

The Exhibitor and/or Agent must not make a statement regarding an Exhibit or Exhibitor, which in the opinion of Melbourne Royal, is fraudulent, false, erroneous, misleading, deceptive or likely to mislead or deceive.

ACCEPTABLE DRESS CODE

Melbourne Royal requires that at all times that you dress appropriately for the venue and ensure clothing attire satisfies safety standards.

ANIMALS AND LIVESTOCK

Unless Melbourne Royal gives prior written approval, pets, animals or livestock other than Exhibits, must not be permitted to enter or remain on the Showgrounds.

UPHOLDING THIS CODE

This Code represents Melbourne Royal's view of what conduct is considered appropriate, and conversely what conduct is considered unbecoming, prejudicial or otherwise subject to disciplinary action. Melbourne Royal's Performance & Culture Committee will be informed of all breaches to this Code. Melbourne Royal will investigate any observed or alleged departures from this Code and take action accordingly. Action may include disqualification; suspension; a fine; order the Exhibit or the Exhibitor, his or her family, invitees and Agents be removed from the Showgrounds or may be banned from entering future Melbourne Royal Events and/or the venue.

Without limiting the above, Melbourne Royal may forfeit an award, and upon forfeiture, the Exhibitor must return any ribbon, money, prize card or other evidence of that award to Melbourne Royal within seven days after receiving notification of the forfeiture.

2023 Melbourne Royal Show

CARPARK	CAPACITY	FUNCTION
A	600	Melbourne Royal VIP
B	230	Commercial Exhibitors
C	370	Livestock & Horse Exhibitors
D	150	Carpark Overflow
E	50	Carnival Trucks





**MELBOURNE
ROYAL**
ALL BREEDS
CHAMPIONSHIP
SHOW



Melbourne Royal is a member-based, not-for-profit organisation that has been proudly inspiring excellence in agriculture and food production since 1848, conducting a range of world-class events, awards and competitions each year.

Celebrating a remarkable 175 years in 2023, Melbourne Royal looks forward to celebrating agriculture, cultivating events and strengthening communities for many more generations to come.

For more information, visit melbourneroyal.com.au

Contact us

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melbourneroyal.com.au

 @Melbourne.Royal

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