

BOOKING A JUDGE, DEMONSTRATOR, SPEAKER OR TEACHER

To book a Judge, Demonstrator, Speaker or Tutor an official Blue Form must be used. Blue Forms can be purchased from the Area Executive at a Council Meeting.

A Blue Form should not be used to book a non-NAFAS member.

The Judge, Demonstrator, Speaker or Tutor should be contacted first by telephone or email and full details giving Date, Time, and Venue can be agreed upon.

All sections of the Blue Form must be signed and returned promptly showing the day and date in writing. Once signed it becomes a binding contract.

Three weeks before the event the programme secretary rings the Judge, Demonstrator, Speaker or Tutor and confirms that all is in order and asks if they need anything.

A Demonstrator etc. must give six months notice if they need to cancel (no obligation), if it is less than six months notice they are expected to find a replacement.

More detailed information can be found in the Area list.

DEFINITION OF AN OPEN MEETING

Where a meeting is advertised and tickets sold to people who are not members of the club