



The following information is being provided to the OB race secretaries with the hope of making the recording and submission of race results easier and more efficient. These tips follow the rules and formats that are laid out in the NOTRA Rule Book. Please refer to the [NOTRA Rule Book](#) for detailed information.

OB NOTRA Racing Website <http://www.notraracing.org>

- Current excel and pdf grading guide
- Links to schedule, contact information, BOD, and Rule Book & Track layouts
- Current year titles earned, and dates titles were earned
- Inactive NOTRA dogs (check here for dogs who have not raced for 3 years)

Accepting Entries

- Please use the [current grading guide](#) for correct NOTRA numbers, current titles, point progression for JOR, SOR, and ORC titles, owner's name.
- [FTE Entry Form](#) (fillable pdf document)
- *Double-check information* submitted by owner to ensure the dog has a valid NOTRA #
- If a dog's number is listed as pending that means that no registration information has been received. If the owner has not yet provided registration information they must do so before entering. If the owner submitted information through another club/race secretary, please note this on the results submitted along with the owner's contact information. The results will not be valid until the required documents and fee has been submitted to the NOTRA OB Registrar for any unregistered dogs.
- TAGS: make a note of all NOTRA titles for each dog so calculation of points is easier.

**** 1.3.1 Registration with NOTRA**

Submitting Results

All results must be submitted per section 2.2 in the Rule Book

- Results submissions should follow the provided format.
- See this sample results submission for format example.

**** 2.2 SUBMITTALS TO NOTRA**

Additional information to include when submitting results:

- Indicate FTE registrations were collected and are to follow via USPS or e-mail with scans within the week.
- Please note any *problems* or *situations* that may affect the recording of the meet. (lack of registrations submitted by owner, inconsistencies or mistakes in current GG, new titles to be added to dog name etc.)
- Note any new titles earned that race meet in the NOTES section (SORC ORC SOR JOR etc)
- Please note any scratches, dnf, oc in the NOTES column, it is much easier to transcribe results and check for errors this way.

Common Mistakes or Oversights

- Awarding ORC or NORC points to a dog that doesn't complete all 3 programs OR does not beat another dog in any of its races.
- Not double-checking the date/location on the spreadsheet to reflect the date of the race meet.
- Not including a name and a current email address for contact in case of questions.

Registrations and FTE Fees

Hard copies of registrations and the FTE fees (\$2.00 / dog) should be sent to:

Jean Pennie
14 Deer Chase
Elmer NJ 08318
jeanpennie@gmail.com

Per-Capita Fees

(\$1.00 per dog entered)

Celeste Wilcox
National Secretary-Treasurer
1148 CR 44480, Paris, TX 75462
PayPal Email: notrasec2018@gmail.com

**** Pertinent sections of the Rule Book referenced ****

1.3.1 Registration with NOTRA

Registration can be accomplished by sending to NOTRA a copy of the individual registration papers (AKC, NGA, acceptable foreign registry, or ILP) with a fee of \$2.00 per dog. This should be done at least 3 weeks prior to entering a meet; otherwise the dog should be registered on the day of the meet by submitting a copy of the registration papers with the required fees for forwarding to NOTRA. Registration is for the life of the dog.

2.2 SUBMITTALS TO NOTRA

2.2.1 Results

Within 24 hours of a meet, the Host Club should electronically mail (Email), phone or FAX in the following to NOTRA Whippet Registrar / Record Keeper, National Other Breed Record Keeper, and NOTRA National Secretary/Treasurer:

1. General meet info (date, location, type of race) and number of hounds starting in each breed;
2. The individual names of the starters, NOTRA Registration Numbers, and their owners;
3. The placing and points earned by each starter;
4. All FTE, DQ, OC, DS, and SC.
5. Results of each race indicating any reruns;
6. Sample report is shown in Figure 2.1.
7. Attach results in an Excel spreadsheet; or Word.doc; or Acrobat.pdf file instead of pasting the results into the email. (DO NOT USE MS WORKS FORMAT.)
8. Current NOTRA Officers names, email address and US post office mailing address shall be included in the cover letter of the Grading Guide since they are subject to change and as such not included in the rule book.
9. Registration papers (AKC, NGA, acceptable foreign registry, or ILP) and the \$2.00 per dog registration fees received at the meet must be mailed to either the Whippet Recorder (for Whippets) or the OB Recorder (for other breeds) within 24 hours of the meet. Failure to do so can result in a reversal of points and titles in accordance with Rule 1.3, which states, "All hounds must be registered with NOTRA".

2.2.2 Recording Meet Results

The results of the meet will not be recorded in the permanent records of NOTRA nor will points toward an Oval Racing Champion (ORC) be awarded until all necessary results and fees have been received by the NOTRA National Secretary / Treasurer. Per capita fees of \$1.00 per starter sent to the NOTRA Secretary / Treasurer payable to the incumbent NOTRA Treasurer within 7 days of the meet.