

Letter from Chief Judge to new judges:

You are serving as Chief Class Judges for the first time. While you have a broad range of judging experience, the CCJ has some additional responsibilities that may not have been apparent as a class judge. Let me offer some advice so you are better prepared:

- Take the lead to introduce yourselves among the team, especially if everyone is not familiar with everyone else. (by email)
- See if there are any conflicts of interest anyone has with a car in your class. If so, let me know so I can deal with it in advance.
- Decide among yourselves who will take which area (engine/chassis, exterior, interior). This will also help each person focus their research on a particular area.
- Share your research information so that everyone becomes more knowledgeable and does not duplicate the effort.
- The judging team should spend no more than 15-20 minutes per car. In order to do this (in fairness to the entrants and to complete on time), it is best to establish an actual start time for each car.
- You are the final authority on what deductions are to be taken. If you need assistance on the field, call me if there are questions on the judging process but you are the final technical authority.
- There are a series of operability checks to be done on each car with the engine running so you can check the engine, lights, instruments, etc. It is best for the interior person to sit in the passenger's seat (feet out) and direct the owner what to do. One judge should be in front of the car and the other behind in order to make this go smoothly (and quickly). The attached Judging Protocol outlines most of this.
- When you first approach a car owner, you should introduce the team and thank the owner for bringing the car. Ask them if there is anything unusual about the car the team should consider. You are looking for things that will affect the judging and not reviewing their book on how the car was restored and painted. If in doubt about the correctness of an item, ask the owner. If you cannot resolve the issue to your satisfaction, make a note but do not deduct points.
- After you have completed judging a car, let the owner know you are done and thank him again. The team should withdraw out of earshot and do a quick summary of the judging results to ensure you are being consistent within a car and across the class.
- Come back into the judging room a few minutes before the results are due so you can compare notes. This is when you make sure you agree with the marks and can actually read the writings of the others.

- Turn in your judging results before they are due to the Scorekeeper. Keep you team together for this as questions sometimes come up.

- After the show, I will send you a copy of the judging results and you can respond to entrants who request feedback. This can be weeks or months later so the quality of the penmanship above becomes more important as your memory fades. Do not send out the actual judging sheets but I will send you a form to fill out separately for each entrant and send it to them--not the restorer--they can get it from the entrant and only the scores for their car.

- Finally, you are on the Major Award Selection committee that will meet shortly after lunch. The CCJs will select the major awards and this process can take 2-3 hours. Seems like a lot but this is where the important decisions are made. We will consider only the Platino (97 point) winning cars and they are all considered equal regardless of actual score for competition for major awards.

- Often in the major awards meeting, we will have to select ONE car for an award when there might be 3 or 4 that are all seemingly equal. To help us work our way through seemingly equal cars, we use the Special Factors. We rate each car and this often helps facilitate the decision with a reasonable logic behind it. We try to have the CCJs agree unanimously on the awards.

- I will give you a list of the major awards. Before you break your team apart it is useful if you have consensus on which of your cars are best and that you want to support for major awards.