Show secretary address
Date

Judge name
Judge address line 1
Judge address line 2

Please consider this letter as confirmation of your judging American Singer canaries at our show at *location* to be held *show date*.

Our club will provide round trip transportation, motel accommodations, and meals. We will make your motel reservation for you and pay the motel directly, although they may request your credit card on checkin for incidentals. If you wish to stay extra days or bring a guest that will incur an additional guest fee, you will be responsible for that portion. Please save all meal receipts.

If arriving by air, you will be making your own plane reservations, checking prices for the best deal with consideration for your own convenience, but not to exceed *$amount*. The closest airport to the show is *airport location and code*. We strongly suggest that you get your ticket in plenty of time. Send us a copy of your itinerary once you get it, and we'll send you a reimbursement check right away. If you need to cancel or are unable to judge, then reimbursement to our club is requested. If the club needs to cancel the show, reimbursement is not required, but would be appreciated if you are able to cancel your flight with refund or credit that you can use.

If driving, we will reimburse you *amount*/mile. Reimbursement for driving and for meals may not exceed *$amount* total and will be paid after the show.

If this letter is in agreement with you, please sign and date the extra copy of this letter and return it to us in the enclosed stamped and addressed envelope. We would appreciate your reply soon so that we will know you received this letter, and so that we can finalize plans for the show.

Show secretary name
Phone contact
Email

_____
Judge's Acceptance Signature

_____
Date