

# Tractor Driving Competition Checklist



## Before the Competition:

1. Form a committee that can be present during the competition.
2. Ensure you have the following supplies in the competition area:
  - a. Buckets;
  - b. A gate;
  - c. Signage;
  - d. A roped off area.
3. Obtain pylons to help mark the course. These could be borrowed from a Dept. of Highways Depot or from Nova Scotia Power Corporation. Check on other props - a gate is sometimes difficult to obtain. Make sure the gate posts are higher than the sides of the trailer, so they are easy for the members to see.
4. Arrange for a judge. Provide them with a copy of the competition rules, scoresheet, time, date, and place of competition. Ask them for a course layout that would include all aspects of the judging. There is a suggested course pattern attached which has been used in the past. Suggestions for judges - past 4-H members, leaders, farmers, or agricultural representatives. The judge can either be paid by the county council or you may give them a gift.
5. Check out the area where the competition will be conducted. A sign or two indicating this is the tractor driving area (enclosed) should be put up.
6. The Regional Program Coordinator should be able to give you a list of names of the competitors at least one week in advance of the competition. You can start the scorecards prior to the competition. Ensure you have a few extra score sheets with you.

## Make arrangements for the loan of:

- A Tractor - Contact a local equipment dealer. Write a letter to the equipment owner confirming arrangements (time, place, etc.), a phone call reminder a few days before the competition would assure there are no delays in the competition.
- A two-wheeled or four-wheeled tandem trailer.

## Supplies Provided by the Organizing Committee:

- Pylons to mark the course - check with Dept. of Transportation for a loan of these
- Tractor
- Two-wheeled or four-wheeled tandem trailer
- 2 stopwatches
- Tape measure
- Rules, course outline and scorecard for each team

## Day of the Competition:

1. Arrive to the competition area at least 45 minutes before the competition begins. Have the tractor and trailer in the designated area.
2. Collect requested supplies.
3. Ensure the area is roped off the night before the competition to prevent cars from parking there before the competition begins.
4. Set up the course as outlined by the judge so your competition begins on time. Before the competition time have an adult go through the course as a trial run to avoid any problems the

teams might encounter. The judge should determine the maximum time for the course beforehand - inform members of the limit before starting.

5. Collect the clerking envelope containing results sheets from the Regional Program Coordinator or exhibition committee.
6. Have four to eight adults to supervise and assist at the competition:
  - o **Four** people to set up the course making sure everything on the scorecard is included in the course.
  - o **Two (rule of 2)** people to meet with the members to discuss the rules and regulations. Tell them when they can expect to drive. Check them off the eligibility list. Decide where this meeting will be and make sure it is announced and give details to the show information booth.
  - o **One** person to set up props that have been knocked out of position on the course.
  - o **One** person to time each competitor and note the time on their score sheet.
7. Be sure the judge is present at least 15 minutes before the competition to review the rules and expectations of the judge. They should check the course and determine a maximum time limit that must be included in the rules given to the members, see rule #3.
8. Check off teams as they arrive.
9. Driver must hold a valid Class 5 driver's license or a valid tractor license and present it to officials for examination at the start of the event.
10. Meet with teams to review rules and give them a schedule for the competition
11. Assist the judge with totaling the score sheets. Ties must be broken by the judge so make sure they stay around until placings are determined.
12. Record the results on the clerking sheet and deliver results to your Regional Program Coordinator.
13. Clean up the course area. Return pylons, tractor and trailer. Make sure the tractor is parked safely.

#### **After the Competition:**

1. Write a letter to the judge thanking them for their services.
2. After the show write to all who donated supplies thanking them for their donation.
3. Record recommendations for another year, including any problems encountered and forward this to your Regional Program Coordinator.

#### **Points to Remember:**

- Excessive speed during the competition will result in immediate disqualification. The judges' decision on this is final.
- There will be 3 minutes for each team to familiarize themselves with the tractor before beginning the competition.
- The judge will ask the driver basic operating procedures and safety questions before beginning the competition. If the driver is unable to answer these to the judge's satisfaction, they will be disqualified.