The International Cat Association, Inc.

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Master Clerk Evaluation

Please send to:
Dewane Barnes
Clerking Administrator
41 South Elm St.
Palatine, IL 60067
clerking.admin@tica.org

Instructions:
1. **Download** the form.
2. **Open** the form in Adobe Acrobat Reader.
3. **Fill out** the top portion of the form.
4. **Save** and **Print.**

Please provide the Evaluator with a form and stamped envelope addressed to the Clerking Administrator. Please type or print all information.

Clerk Information

First Name: _____ Last Name: _____

Email Address: _____

Present Status:
- ☐ Not in Clerking Program
- ☐ Licensed Ring Clerk
- ☐ Licensed Assistant Ring Clerk
- ☐ Licensed Master Clerk
- ☐ Trainee

Evaluator Information

Please review **all** paperwork **prior** to completing this evaluation. You are requested to evaluate any clerk in complete candor. Your comments are held in strict confidence. Evaluator must be part of show management.

Evaluator First Name: _____ Evaluator Last Name: _____

Position in Show Management: _____

Show Information

Name of Club: _____ Date of Show: _____

Location: _____

Evaluation

	Yes	No
Was the Catalog neat?	☐	☐
Was the Catalog legible?	☐	☐
Were there: Clerical errors?	☐	☐
Mechanical errors?	☐	☐
Omissions?	☐	☐
Other errors?	☐	☐
Would you want this individual to master clerk for you again?	☐	☐

Comment on strengths and weaknesses: _____

Please rate overall performance:

Satisfactory: ☐ Excellent ☐ Very Good ☐ Good

Unsatisfactory: ☐ Fair ☐ Poor

Comments: _____

Evaluator Signature: _____ Date: _____