

## Sample acknowledgement letter to those asking to be a Fashion Judge

Mrs. Sue Smith  
1020 Taxable Lane  
Spendible, ID 55533

Date

Dear Sue:

I am pleased you have asked to be a fashion judge at the NCRG. According to MAFCA records, you are a Senior Judge and I would like you to be a team captain of the judging team for *Accessories*. Working with you will be:

Beth Jones, 1122 Elm Rd, Smith City, NV 22233 – Judge  
Mary Smith, 1030 Dunn St., Oxnard, CA 33344 – Judge  
Joe Steele, RR #3, Joplin, ID 14422 – Apprentice Judge

Please review the *MAFCA Fashion Guidelines* and bring it with you to the judging room. Also, study the enclosed "Instructions to Fashion Judges" and print the *Fashion Judging Procedures Manual*, which is available on the MAFCA website. If you have any questions or comments, do not hesitate to contact me.

Yours truly,  
Sally Smooth, Chief Judge NCRG  
1212 Silverdale Rd  
Concord, CA 11223

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## Sample Thank You letter to Fashion Judges

Mrs. Sue Smith  
1020 Taxable Lane  
Spendible, ID 55533

Date

Dear Sue:

It was a pleasure working with you at the NCRG in Concord. I think we all increased our judging skills as a result of our judging experience at that meet.

I have reviewed your judging worksheets and you were very exacting and precise in your judging. I'm sure each entrant benefited from your efforts.

Thank you for your time, your interest and your expertise.

Yours truly,  
Sally Smooth, Chief Judge NCRG  
1212 Silverdale Rd  
Concord, CA 11223