

CHAPTER 12 COMPETITION OFFICIALS AND EMPLOYEES

SUBCHAPTER 12-A COMPETITION OFFICIALS.

GR1201 Board of Directors. (effective for 2005 competitions)

The Board of Directors of a Recognized Competition, or the governing body in charge, is responsible for the operation of the competition. They can act as a Committee of the whole or appoint a Show Committee of at least three responsible people who must be available at all times to act in executive capacity. It is the duty of the Directors or their Show Committee to enforce all the rules of the Federation from the time entries are admitted to the competition grounds until their departure.

GR1201. Licensee - Operation of Competition.

Changes indicated below were approved by the BOD 1/16/05 to be effective 5/1/05 for the 2006 competition year.

The Licensee of a Licensed Competition is responsible for the operation of the competition. The Licensee may appoint a Show Committee of at least three responsible people who must be available at all times to act in executive capacity. It is the duty of the Licensee to enforce all the rules of the Federation from the time entries are admitted to the competition grounds until their departure.

GR1202 Manager.

1. An individual acting in this capacity is required to be a Senior Active Member of the Federation.
2. Recognized Competitions should exercise extreme care in the selection and appointment of a competition manager for the mutual benefit of committees, exhibitors and spectators. Any member of a Show Committee who performs the duties assigned herein to the competition manager, in lieu of an appointed manager, is in fact the responsible officer within the meaning of these rules and must be so named in the prize list. A thorough knowledge of the rules of the Federation is one of the requisites of a person serving as a competition manager.
3. Any competition manager who violates or knowingly permits violation of the rules of the Federation at his competition is subject to disciplinary action by the Committee on Charges, Protests and Hearings in accordance with Chapters 6 and 7.
4. A manager cannot serve as judge, steward or technical delegate of his own competition. A member of a manager's family cannot officiate as judge, steward or technical delegate at said manager's competition.
5. A manager or secretary of a Dressage Competition or an organizer of an Eventing Competition may not compete as rider or handler in his/her own competition. However, he or she may show Hors de Concours if he or she designates an assistant in charge while he or she is showing. This does not absolve the manager's or secretary's duties and responsibilities.

GR1203 Member Secretary.

An individual acting in this capacity must be a Senior Active Member of the Federation. A 'Member Secretary' may join as a base member and will receive a full copy of the Federation Rule Book. (See GR1213.8)

GR1204 Competition Secretary.

An individual(s) who processes entries or performs such other duties as assigned by the Board of Directors, the Show Committee and manager. A secretary of a Dressage Competition may not serve as judge or compete as rider or handler in his/her own competition. However, he or she may show Hors de Concours if he or she designates an assistant in charge while he or she is showing. This does not absolve the secretary's duties and responsibilities. An individual acting in this capacity must be an Individual Senior Active member of The Federation.

GR1205 Veterinarian.

1. The official veterinarian shall have documented experience in equine veterinary practice. The competition management shall obtain, shall have on file for inspection, and shall forward to the Federation main office a completed official veterinarian form, stating his experience in equine veterinary practice. (Exception: AAEP Members.) He shall not rule on soundness in classes he or a family member may have a horse or pony entered or measure any horses or ponies where a conflict of interest may arise due to personal or family interest in the equine. The official veterinarian may be a competitor and will cover the requirements of GR1213.5 (Exception: Eventing). Veterinary emergencies shall take precedence over competing. *BOD 1/18/04 Effective 3/1/04*

2. He shall render complete veterinary service to visiting International Teams and feature attractions; the cost of drugs, x-rays, laboratory procedures and expendable equipment is to be paid for by the competition or as otherwise provided prior to the competition. The examination and treatment, except when requested by the judge, of all other horses in the competition shall be on a private practice basis.

3. The veterinarian shall assist management in all matters pertaining to the health and welfare of the animals in the competition.

4. The official veterinarian's decision, if requested by the judge as to the serviceable soundness of a horse (i.e., whether the horse shows evidence of lameness, broken wind, or complete loss of sight in either eye), will be final for the purpose of awarding ribbons in the class for which he has been called.

5. The official veterinarian, if called upon by the judge, will act as consultant in regard to structural faults, defects and blemishes in areas which might impair a horse's activity and durability. Having received the benefit of the veterinarian's consultation, the judge will then place the horses in question at his own discretion, based on their relative merits in light of the entire class specifications.

6. The veterinarian will immediately, after leaving the ring, file a statement of his findings with the competition secretary, setting forth therein the number and title of the class, the number of the horse, the date and time of day. The veterinarian must have his certificate of finding read and signed by the steward of the competition on duty during the particular class.

7. Examination of a horse in the ring by a veterinarian must be done as inconspicuously as possible and in such manner as not to draw public attention thereto. Cooperation of judges to this end is required.

8. It is the duty of the veterinarian to assist the steward/technical delegate in the measurement of any animal requiring measurement in accordance with the rules of the Federation. (See Chapter 5, Chapter HP, HP126-HP139 and Chapter JH, JH127-JH140).

9. Veterinarian(s) for Federation Recognized Endurance rides must be selected a) from a list of Federation Endurance Committee approved veterinarians, or b) from the FEI list of Contact and Event Veterinarians in the Endurance Category. Refer to EN120 for Personnel and Qualifications and Duties.

GR1206 Course Designer.

1. The Jumper course designer is responsible for laying out the course, building the obstacles and for the measurement of the course. An "R" license is required to officiate alone for all classes offering \$25,000 or more in prize money. An "r" license is required to officiate in classes offering from \$5,000 to \$24,999 in prize money. To obtain recognition as a course designer, an individual must apply to the Federation for recognition. (See GR1042).

2. The Jumper Course Designer, or his designated representative, must be present during all Jumper classes for which he has responsibility for the courses during a recognized competition and be available to report to the judge at any time that the course is ready in all respects.

3. The Hunter course designer, or his designated representative, must be present at all sessions of a competition and be available to report to the judge at any time that the course is ready in all respects. The Hunter course designer is responsible for the correctness of the course and must give consideration to any suggestions made by the judge. Copies of the courses must be given to the judges.

4. Eventing Course Designer.

- a. A course designer may not compete in any competition where he/she is officiating.
- b. No member of a course designer's family may compete over any course designed by the course designer.
- c. A course designer, a member of a course designer's family, or a Course Advisor at Eventing Competitions is subject to the restrictions of GR1206.4.1 and GR1206.4.2 at only the following competitions: Three Day Events, National Championship Horse Trials, competitions being used for Federation selection purposes, and similar competitions designated by the Eventing Committee. EC

SUBCHAPTER 12-B COMPETITION EMPLOYEES.

GR1207 Farrier.

A farrier cannot officiate in any class in which he is an exhibitor. He must report promptly when called to the ring to make repairs during a class.

GR1208 Ringmaster.

A ringmaster cannot officiate in any class of a competition in which he or a member of his family or any of his clients is an exhibitor.

GR1209 Timekeeper.

A timekeeper cannot officiate in a class in which a member of his family or any of his clients is competing (Exceptions: Jumper classes, Dressage Classes and Eventing Competitions). See also GR310.1 and GR312.

SUBCHAPTER 12-C DUTIES OF MANAGEMENT.

GR1210 through GR1219 outline the duties of the Board of Directors, the Show Committee, the Competition Manager and Competition Management.

GR1210 Designated Competition Office Representative.

1. A Designated Competition Office Representative need not be appointed at all competitions. It is at the discretion of the Steward/Technical Delegate to appoint one if the circumstances so require. Some examples that may require the Steward/Technical Delegate to appoint a Designated Competition Office Representative are:
 - a. Large competition grounds or eventing courses that may cause an extraordinary amount of time to reach the competition office.
 - b. Many arenas that require the Steward's/Technical Delegate's attention.
 - c. Special classes that require the Steward/Technical Delegate to remain at the schooling area.
 - d. A large number of entries at the competition, which may cause many trips to the competition office for collection of the Drugs and Medications Report Form.
3. Further the Designated Competition Office Representative must be a Federation Senior Member and an office staff person mutually agreed upon by the Competition Management and Competition Steward/Technical Delegate.
4. The Designated Competition Office Representative will be responsible to collect, date, sign, and issue receipt for all the Medication Report Forms submitted. Additionally, all Medication Report Forms are to be given to the Steward/Technical Delegate on a daily basis. It is the Steward's/Technical Delegate's sole responsibility to inspect, sign and return all the Medications Report Forms to the Federation office.

GR1211 General.

1. Apply annually to the Federation for dates for the competition.
2. Medal Classes.
 - a. Competitions offering Hunter Seat or Saddle Seat Medal classes must offer at least three additional classes under Federation rules suitable for those competitors who are eligible to compete in the Medal. These classes do not have to be Equitation classes.
 - b. Competitions cannot restrict cross entries between Medal classes.
 - c. NOTE: Permission to hold a Medal class will not be granted to more than one, one day Recognized Competition held on consecutive days with the same management at the same location.
 - d. Following the holding of the Federation Hunter Seat, Saddle Seat Medal Classes, the Federation Adult Equitation Class and/or the Federation Pony Medal Class,

Competition Management shall forward to the Federation a total amount representing the \$10 per entry in each class. BOD 1/16/05 Effective 4/1/05

3. "A" competition grounds must have a level surface area for measurement (when there are divisions that require measurement) in accordance with GR507.
4. See that animals required to be measured are correctly measured by the rules and order the measurement of any horse whose height or length of foot is protested by an exhibitor.
5. Competition management shall place a minimum of one sharps container per each competition, whether or not stabling is provided. Additionally, at least one sharps container per fifty occupied stalls for the disposal of needles and other disposable sharp instruments in convenient locations in barns housing competition horses. It is competition management's responsibility to replace such containers when full and dispose of them properly. Competition management may fine any individuals including trainers, owners, exhibitors, or their agents up to \$100 for improper disposal of needles or other sharp disposable instruments. Competition management will place a notice of this requirement either in its prize list or on a specific handout given to trainers on check in at the competition. If local law has different requirements, local law will prevail. Competitions failing to comply with placing the required number of containers on the show grounds will be considered in violation of the rules and may be subject to penalty as determined by the CEO or Executive Director and/or the Hearing Committee.
6. Competition Management is required to submit a Post Competition Report, along with the appropriate fees, to the Federation within 10 calendar days after the close of the competition. For purposes of this rule, a Post Competition Report shall include all appropriate fees and the following properly completed forms: a Post Competition Report Form, Membership Applications, Horse Recording Applications, Non-Member Forms, Affidavit Forms and Cross Breed/Discipline Forms. A fine of \$100. will be imposed on any Competition Management which fails to pay any appropriate fees with the Post Competition Report within 10 calendar days after the end of the competition. Competition Management disputing that the fee/fine is properly owing may appeal in writing to the Federation within 30 days of the date of the notice of outstanding fees and fines. The Federation's CEO or Executive Director will consider the appeal and may waive part or all of the fine upon a finding of good cause why the payment was not submitted in a timely fashion and/or a finding that extreme hardship results from the automatic penalty. BOD 1/16/05 Effective 4/1/05
7. Pay premiums within 30 days of the last day of the competition. Pay other indebtedness of the competition within 30 days of the invoice date. A fine of \$100 will be imposed on any Competition Management which fails to pay any competition fees/fines to the Federation within 30 days of the notice of the fees/fines owing. A Competition Management disputing that the fee/fine is properly owing may appeal in writing to the Federation within 30 days. The Federation's CEO or Executive Director will consider the appeal and may waive part or all of the fine upon a finding of good cause why the payment was not submitted in a timely fashion and/or a finding that extreme hardship results from the automatic penalty. BOD 1/16/05 Effective 4/1/05
8. If competition management fails to pay invoices owing within 45 calendar days from the date on the invoice, the Federation will levy a fine of \$50 for each month the invoice remains outstanding.
9. Collect \$7 fee in all classes for the Equine Drugs and Medications Program, except where prohibited by law. (See GR407).
10. It is a violation for Competition Management to assess and/or collect a drug enforcement fee in excess of, or in addition to, that specified and required by GR407.2 of these rules, unless said assessment is approved in writing by the Federation in advance, and then only under the terms and conditions set forth.
11. It is a violation for Competition Management to withhold from the Federation any or all of the drug fees collected in accordance with GR407.3, for any purpose, including to defray the expenses incurred providing stalls, passes, and other items to the Federation drug testing personnel, as required by GR407.4 and .5.
12. At the Federation's request, a competition must furnish entry blanks, judges' cards, class sheets or any other documents within the time requested by the Federation. These records must be kept on the competition grounds during all sessions of the competition and retained for three years.

13. Be responsible for the construction of courses.
14. Competition management must post within 12 hours of the completion of the class, in a predominate place on the competition grounds, the number of entries shown in the first performance class of each rated Hunter section, signed by the officiating judge.
15. If Competition Management has agreed with any group or organization other than a Federation Affiliated Association to collect any fees from exhibitors, Competition Management must, at least 60 days in advance of the competition:
 - a. obtain and provide to the Federation a statement from the group or organization giving its name and address, its telephone number, a contact person's name and number, its purposes, the use to which the funds will be put, and an agreement to provide to the Federation directly all appropriate financial information requested by the Federation concerning the funds collected, and
 - b. apply for and obtain the permission of the Federation National Officers for the Competition to pay the funds to the group or organization.

If Competition Management fails to obtain and provide the information required in a), it must either cease withholding the funds on behalf of the organization or be denied Federation-recognition for the next year. If Competition Management fails to obtain the permission of the Federation National Officers as required in b), it may appeal to the Federation Executive Committee. The decision of the Executive Committee will be final and non-appealable.
16. It is the responsibility of competition management to assure the eligibility of all officials. Special, Guest and Learner officials' cards must be applied for in accordance with GR1008, GR1009, GR1010 and GR1107.
17. For all Federation competitions holding Dressage classes, remit to the Federation with post-competition report the required fees for use of Federation copyrighted Dressage Tests, as specified on the post-competition report.
18. No manager or representative of the manager may hold a prize money class without distributing the prize money.

GR1212 Rules.

1. Each Recognized Competition must have a copy of the current Federation Rule Book available for reference at all times during the competition.
2. Enforce all rules of the Federation from the time entries are admitted to the competition grounds until their departure.
3. Comply with and enforce the 1979 Horse Protection Act. Copies of this law and lists of associations that provide D.Q.P.s can be obtained from the Federation office.
4. Prevent manual poling with unauthorized poles, or the abuse of a horse anywhere on the grounds and to see that GR806 and GR302 are rigidly enforced.

GR1213 Appointment of Officials and Employees.

1. Obtain the necessary Special, Guest or Learner cards for judges, course designers, stewards and technical delegates.
2. Appropriate badges for judges, course designers, stewards and technical delegates must be provided.
3. Judges.
 - a. Hire the necessary judges and officials for the operation of the competition and to see that they are properly qualified.
 - b. If a competition finds it necessary to substitute a judge for one who is officially designated in the prize list and/or catalogue and who is unable to serve due to circumstances beyond his control, the restrictions of GR804.2-GR804.12 shall be non-effective.
 - c. Furnish the judges in each class a scorecard containing exact class specifications. (Exception: only the percentage of conformation must be noted for rated Hunter classes.) Fence heights must be noted for all unrated classes. Method of breaking ties in Jumper classes must be included.
4. Stewards/Technical Delegates.
 - a. Appoint and identify in the prize list and catalogue one or more licensed Federation Stewards licensed to officiate in the divisions and sections for which the competition is approved who shall be present at each session of the competition. A technical delegate must be appointed for Eventing Competitions, Dressage Competitions and Regular and

Local Competitions offering “open” Dressage Division classes (i.e., classes which are not limited to certain breeds) or classes above Third Level. (Exception: A Category 2 or Combined Category steward may officiate through Fourth Level in the Arabian, Friesian, and Morgan Divisions, only if classes are not part of an “open” Dressage Division.) *EC 7/20/04 Effective 7/20/04*

- b. Competitions are urged to engage a steward for each ring when classes are held simultaneously and to select individuals who are well versed in the divisions being offered.
 - c. Competitions using more than three performance areas simultaneously must have at least two stewards on duty. Dressage arenas do not count as a performance area. If more than six performance areas are used simultaneously, at least three stewards must be on duty. When three stewards are officiating, one steward will not be subject to the provisions of GR1120.1 and will be eligible to serve as steward for a fourth consecutive competition run by the same governing body, Board of Directors or member of Competition Management.
5. Every competition with rated or non rated division(s) or sections must have a qualified veterinarian present throughout the competition if the previous year's competition's entry number is 200 horses or higher, except Federation/Equine Canada Recognized Competitions held in Canada (see Chapter JP, Chapter DC and Chapter EN). Exception: All USEF/USDF Regional Championships or Federation Zone Championships must have a veterinarian present on the grounds throughout the competition regardless of the number of horses competing. In the year after a competition has hosted a USEF/USDF Regional Championship or Federation Zone Championship, a veterinarian will be required to be present only if 200 or more horses competed the year prior to hosting the championship.
- a. The previous competition entry number shall be determined by the amount of Federation fees paid to the Federation.
 - b. Competitions with less than 200 horses must have a written agreement with a veterinarian to be on call.
 - c. First year multi-day competitions with “A” rated divisions must have a veterinarian present throughout the competition. All other first year multi-day competitions and first year one-day competitions must have a written agreement with a veterinarian on call.
 - d. An official veterinarian should receive the comparable consideration and remuneration as other paid officials.
 - e. At competitions where the official veterinarian is on call, all costs incurred for providing measurements shall be borne by competition management.
6. Qualified medical personnel with no other duties and with appropriate medical equipment, as required by their certifying State or EMS Region, must be present during all paid scheduled schooling sessions over fences, including one (1) day prior to the start of the competition if applicable, and during all scheduled performances. Qualified medical personnel is a currently certified or licensed EMT, or Paramedic, or a Physician or nurse trained in pre-hospital trauma care and currently certified or licensed in their profession. A physician or nurse trained in pre-hospital trauma care is a physician or nurse who is currently certified in Advanced Trauma Life Support (ATLS), Basic Trauma Life Support (BTLS), Pre-hospital Trauma Life Support (PHTLS), or who has First Responder or comparable certification. Comparable certification requires review and written approval in advance by the Safety Committee. It is strongly recommended that EMTs and/or Paramedics be used to fill this position. Medical personnel must not exceed the scope of their practice. *EC 3/16/04 Effective 6/1/04*
- Any competitions with four or more rings of Hunters and Jumpers in use at one time must have at least two qualified medical personnel present during all performance sessions. *EC 3/16/04 Effective 6/1/04*
- All medical personnel must be readily identified and the area where they are available must be designated and readily available. Unless prohibited by federal, state or local law, this person must furnish the Steward(s) or TD(s) with a copy of his/her report(s), or assist these officials with documenting any findings and treatment for all injuries sustained in competition or on the competition grounds. An operational telephone and/or other emergency call priority system must be provided by the competition. Management must post in the office and by the telephone and/or emergency call equipment, emergency telephone numbers plus directions to the competition which could be quickly relayed to the off site responder.

Additionally, during the time period as defined above, an ambulance must be on the competition grounds or in the alternative, the competition must have in place prior to the start of the competition, an accident preparedness plan and in conjunction with the plan make the necessary arrangements for an ambulance to be on call. Said plan shall be given to the steward or technical delegate prior to the start of the competition. The steward or technical delegate shall submit said plan to the Federation along with his/her steward or technical delegate report. A fine of \$750 per day will be imposed on Recognized Competitions failing to comply with this rule. (Exception: Eventing—see EV112.4.) *EC 3/16/04 Effective 7/1/04 BOD 7/6/04 Effective 12/1/04*

7. Every competition which offers a division or section with an “A” rating must have a farrier qualified in those divisions or sections available during all performances (Exception: “A” rated Welsh competitions). A farrier must be on the grounds or on call at competitions only offering “B” Hunter sections or at competitions offering only Western divisions. Other competitions should have a farrier available at all times.

8. It is recommended that all Recognized Competitions must have a ‘Member Secretary’, i.e. a secretary who is a Senior Active Federation member, present in the competition office during the competition.

GR1214 Prize Lists.

1. A copy of the prize list must be received by the Federation Office at least **forty (40)** days prior to the competition. Prize list must be forwarded by mail with proof of delivery or submitted electronically via e-mail, with staff confirming receipt. If the prize list is not received **forty (40)** days prior to the competition, the competition will be invoiced as outlined in GR1214.2. Copies also must be forwarded to the Federation steward or technical delegate and to the judges. *BOD 1/18/04 Effective 12/1/04*

2. If the prize list is not received **forty (40)** days prior to the competition, the Federation shall levy a fine of \$200. If the fine is not paid, it shall be added to the amount of dues for the ensuing year and future competition dates will not be awarded until both penalty and dues have been paid. For the second consecutive offense, the competition will be suspended. *EC 11/16/04 Effective 12/1/04*

3. If management disputes that the prize list was not timely filed or that the above fine is not properly owing, it may appeal in writing to the Federation within 30 days of management’s receipt of the Federation’s notice of fine, specifying the grounds for the appeal. The Federation’s CEO or Executive Director, a special committee appointed by the President or the Hearing Committee will consider the appeal and may waive a part or all of the fine upon a finding of good cause why the prize list was not timely filed and/or a finding that extreme hardship results from the automatic penalty. See Chapter 14 for requirements regarding prize lists.

GR1215 Entries.

1. The name of any exhibitor whose fees are not negotiable must be reported in writing to the Federation within 90 days of the close of the competition. (See GR1508).

2. If there is a closing date, the competition must acknowledge all entries made by that date.

3. Insure that no entry will compete until or unless the exhibitor and the rider, driver, or handler and trainer, or agent(s) of such person(s), have signed an entry blank, including all post entries. In the case of a rider, driver or handler under 18, his/her parent or guardian, or if not available, the trainer, must sign an entry blank on the minor’s behalf.

4. Have available applications for amateur status. If a rider or driver in amateur classes does not possess current amateur certification, the secretary must require the individual to complete the necessary application (see GR809).

5. Collect and remit promptly to the Federation, the non-member registration fee and respective discipline fee as provided in GR206 and GR207 for each rider, driver, handler, owner, lessee, agent and trainer who is a non-member and participates in any Regular Competition, Eventing Competition at the Preliminary Level or above, Dressage Competitions, Combined Driving Competitions at the Intermediate Level or above, Endurance and Vaulting Competitions who has not produced a valid Federation membership card or copy thereof or filed an affidavit. Lessees are considered owners in connection with this membership requirement. In the event of an entry under multiple

ownership, where no owner is a Member, only one owner need pay a non-member registration fee and respective Breed/Discipline fee.

6. When classes or divisions are recognized by The Federation under the same competition number, duplicate Federation fees (drug, non-member, affidavit, etc.) may not be charged to exhibitors, regardless of whether different competition secretaries officiate in these classes or divisions. See GR407.

7. Ensure that riders, driver, handlers, vaulters, longeurs, owners, lessees, agents and trainers who are not members as required by the provisions of Bylaw 203, are not allowed to participate in Regular Competitions, Eventing Competitions at the Preliminary Level or above, Driving Competitions at the Intermediate Level or above, Dressage Competitions, Endurance and Vaulting Competitions unless all provisions of 5.1 (above) are met.

8. Ensure that every rider, driver, **longeur**, and vaulter in a non-breed-restricted event in an FEI recognized discipline has complied with GR807.4. *EC 12/21/04 Effective 1/1/05*

9. Eliminate without waiting for a protest to be made, a competitor who has made an entry of horse, rider or driver that is ineligible.

10. If management accepts unpaid entries, it thereby subjects the competition to the provisions of GR1508.

11. A number card for each competitor must be provided. For Dressage: A separate number must be issued for each horse/rider combination (DR126.13). For Dressage Sport Horse Breeding: One number must be issued for each horse showing In Hand. A separate number must be issued to each entry (combination of horses) showing in group classes. Entries in Materiale and Under Saddle classes must be issued a separate number only if the rider did not also show the same horse in hand (DR207.7).

GR1216 Protests, Charges and Violations.

1. Receive and act upon protests and charges in accordance with Chapter 6 and report whatever action is taken to the Hearing Committee.

2. It is within the jurisdiction of a Recognized Competition to disqualify a person and/or his entries and to cause him to forfeit his winnings and ribbons at that competition and for cause to have the horses removed from the grounds without being held for damage. All such disqualifications must be reported to the Federation.

3. Any Recognized Competition which allows a person not in good standing to judge, serve as steward or technical delegate, manage, exhibit, ride, drive, or participate in any manner after due notice has been received from the Secretary of the Federation, is liable to suspension or expulsion from the Federation. See GR704.

4. In the event that any person participating at a competition commits an offense or violation described in Chapter 7, the Directors of the Competition may in their discretion disqualify that person and/or his entries from further participation in their competition only (See GR1502). Any such offense must be reported to the Hearing Committee for whatever further action is deemed necessary.

5. Report in writing to the Federation any act on the part of any person named in GR701 deemed prejudicial to the best interests of the Federation. Matters to be so reported include withdrawal by an exhibitor of his horses from the competition grounds, or from the competition after it has commenced, without permission.

6. Report in writing to the Federation within ten (10) days of the close of the competition the names and addresses of exhibitors and horses that were eliminated or disqualified from the competition for a rule violation and reasons for said elimination or disqualification.

GR1217 Results.

1. **Through 11/30/06**, each Federation Recognized Competition must forward by mail with proof of delivery full results, postmarked within 10 calendar days of the competition, indicating the winners **and the amount of money won if applicable**, Hunter Increment Report (where applicable), the names of all horses, riders and owners and all corrections, changes and additions to the prize list. Alternatively, full results, **as defined above**, may be submitted electronically either via email or on disk to The Federation within 10 calendar days of the competition. **Additionally**, electronically submitted results must meet the criteria as published on the Competition Management section of the website, in order to be considered acceptable. For acceptable electronic results received, the Federation will provide a \$50 discount towards the following year's date renewal application, any dues owing with a post competition report or on any outstanding invoices. Full results is defined as the names and Federation numbers of

all horses, riders and owners that placed or received awards in all classes. For all Jumper Classes offering \$500 or more in prize money (including add back) the competition must submit the following in addition to the above: the number of horses competing in the class, the Level under which the class was conducted, the identification/recording number for each horse in the class, and the placings with the money paid out to each placed entry. For Young Jumper classes the first round fault scores for each entry must also be included. For classes with \$25,000 or more in prize money a copy of the starting order (showing the rider) and judges card(s) are required. Results for Dressage Competitions and Regular or Local competitions holding open Dressage or Dressage Sport Horse Breeding classes must include the Federation and USDF membership and identification/recording numbers for all owners, riders, handlers and horses for whom this information is required for the competition. These results are required to be furnished typewritten on a separate sheet or on the official Federation Standard Result Forms provided by the Federation office, or by computer print-outs, or electronically provided the computer program or separate sheet employed provides all the same information required by the Federation Standard Result Forms. This material is needed in order that the winnings of exhibitors may be included in the Federation's permanent records. *BOD 1/18/04 Effective 12/1/04 BOD 1/16/05 Effective 5/1/05*

2. *Effective 12/01/06, all competition results and other data as specified by USEF in the license agreement may be electronically transmitted to USEF within 10 days following a Licensed competition including all corrections, changes and additions to the prize list. Electronically submitted results must meet the criteria as published by USEF and must be submitted as outlined in the license agreement. A fee may be assessed for any required data not received electronically. BOD 1/16/05 Effective 5/1/05*

2. The secretary of each Federation Recognized Competition must, within 10 calendar days of the competition, send to the Federation, either electronically or by mail with proof of delivery, a list of judges, stewards, technical delegates and competition officials, as well as the names and addresses of all ribbon winners, **the amount of money won if applicable**, and number of entries in the Federation Medal classes and USEF/USDF dressage qualifying and championship classes, the first place winners of all other Equitation classes. *BOD 1/18/04 Effective 12/1/04*

3. Competitions offering Medal classes must make a complete report to the Federation in order that Federation memberships can be checked and credit given winners. Names and addresses of all ribbon winners and the numbers of entries in a class must be included.

4. If the competition fails to file a full set of results postmarked within 10 calendar days of the closing of the competition, the Federation will levy a fine of \$250. If the fine is not paid, future competition dates might be retracted or not awarded. The competition has the right to request a waiver of this fine, provided they can show good cause.

5. If management disputes that the results were not timely filed or that the above fine is not properly owing, it may appeal in writing to the Federation within 30 days of management's receipt of the Federation's notice of fine, specifying the grounds for the appeal. The Federation's CEO or Executive Director, a special committee appointed by the President or the Hearing Committee will consider the appeal and may waive a part or all of the fine upon a finding of good cause why the application was not timely filed and/or a finding that extreme hardship results from the automatic penalty.

6. *Within 30 days of the deadline for filing any report or paperwork required under the Rules, the Federation must notify the Official Competition Contact responsible for filing such report or paperwork in the event that it has not been received. BOD 1/18/04 Effective 12/1/04*

7. The Federation must be notified of any retirement ceremony held at any Recognized Competition. See GR306.

GR1218 Stabling.

1. At competitions offering "A" rated hunter sections, overnight stabling, on the competition grounds, must be provided for any accepted and confirmed entry in a section held on multiple days that has requested and paid for the stall(s) by the closing date of entries.

2. Stalls provided must be of sturdy construction, in good condition and safe for horses and ponies. The recommended minimum dimensions for box stalls for horses are 9' wide by 9' deep by 7' high or comparable square footage. It is essential that the covering over the stalls is weatherproof. Prize list must specify type of stabling and whether stall doors will be provided.

3. At competitions which offer overnight stabling, adequate lighting must be provided.
4. It is recommended that a competition with an A rated division provide, upon request of the official competition veterinarian, a suitable area, protected from the elements, secured from public view, adequately lighted, with adequate electrical supply and running water, to serve as a first aid station for the emergency treatment of ill and injured horses.

GR1219 Facilities.

1. Convenient and ample water facilities must be provided.
2. Adequate and sanitary toilet facilities must be provided.
3. "A" competition grounds must have a level surface area for measurement (where there are divisions that require measurement) in accordance with GR506.
4. Food must be provided on the grounds.
5. A secretary's office with adequate personnel and proper communication between secretary, announcer, in-gate, each ring and stables must be provided.
6. Proper schooling and exercise areas must be provided. See Rules GR313-GR317.
7. Subject to local law and contract requirements, any owner or trainer stabled on the grounds of a competition must be permitted to haul in hay, grain and bedding, meeting management's specifications as published in the prize list, for his own use, and use any farrier or veterinarian of his choice.
8. A telephone must be provided at competitions where horses are stabled overnight.
9. Lighting at sunrise and sunset that provides full and complete visibility is a requirement for the competition ring and schooling area. Horses may not be required to be exhibited in the competition ring or schooled in the designated warmup areas before the official hour of sunrise or after the official hour of sunset unless lighting is provided that assures full and complete visibility.
10. Competition management is required to make an effort to provide the best possible footing in competition and warm-up areas. Provisions must be made (by having on hand proper equipment and scheduling sufficient breaks in the schedule) to maintain the footing in those areas, e.g. by dragging, watering, and raking, if necessary, throughout the competition.