

| Rule Change Type | Effective Date | Draft Received | Board Action |
|------------------|----------------|----------------|--------------|
| Standard | 12/1/2024 | 8/24/2023 | |

Rule Change Intent

In an effort to improve member experience and processing times, the Federation is moving away from paper applications and replacing them with online applications. This rule change is to remove all references in the rulebook to paper application for horse and membership forms and the post competition report.

| Proponent Details | Contact Information |
|-------------------|-------------------------------|
| Lisa Owens | Lisa Owens lowens@usef.org |

| Linked Rules | Comments |
|--------------|----------|
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| Committee Actions |
|--------------------|
| Licensed Officials |

GR201 Membership

1. Competing Membership(s)

Competing members are those individuals who desire to participate in Federation Licensed Competitions as Life or Active members as defined in Bylaw 212.

a. Life Member. Life Members are those persons who have made a single payment of the fee, established by the Federation. They shall be exempt from annual dues.

b. Active Member. Active Members are those Members who have paid the requisite annual dues. For purposes of these rules, 'Senior Active Members' are those Active or Life Members who have reached their 18th birthday. 'Junior Active Members' are those Active or Life Members who have not reached their 18th birthday, as provided for in GR128.

2. Non-competing Membership(s)

Non-competing members are those individuals who do not desire to participate in Federation Licensed Competitions. Non-competing members are not eligible to participate as a licensed official, rider, driver, handler, vaulter, longeur, owner, lessee, agent, trainer, coach, competition manager, or competition secretary. The non-competing membership options are described on the membership application form.

GR203 Effective Date of Membership

1. Effective Date of Memberships

a. Membership is effective the date the correct application and fees are received **by** in the Federation office, with the following exceptions:

~~1. For applications submitted at Licensed Dressage Competitions, applications are considered effective on the date the application and dues are received by the Competition Secretary provided the application is signed and dated by the Competition Secretary on that same day.~~

~~2.1.~~ Applications completed online at any Dressage competition are effective the date the application is submitted.

~~3. For applications submitted at all Competitions other than Dressage Competitions, applications are considered effective on the start date of said Competition provided the application and dues are received by the Competition Secretary and the application is signed and dated by the Competition Secretary during the period of the Competition.~~

~~4.2.~~ Applications completed online at any competition other than Dressage are effective, for points and eligibility to compete only, the start date of the Competition.

GR302 License Application Policies and Procedures

1. General Provisions.

[...]

h. License Modification. Any changes to the License agreement including location, dates, rating, level, or prize money, will require a license modification request and payment of a fee. Any modifications resulting in a conflict will result in the loss of Priority Date Holder status. Any modification not resulting in a conflict shall comply with the provisions set forth below in order to retain Priority Date Holder status. The Federation may or may not approve the requested changes. Exception: Eventing competitions without mileage conflict requesting changes outlined in GR302.1h5 must follow the Eventing competition modification process outlined in GR302.2g.

1. Holding a competition on a date(s) other than that approved shall constitute a violation of the rules unless a request to change the date(s) is received **in by** the Federation's office at least 30 calendar days prior to the competition and permission is duly given. Exception: Eventing competitions.

2. Holding a competition at a location other than as stated on the date application shall constitute a violation of the rules unless a request to change the location is received **in by** the Federation's office at least 60 calendar days prior to the competition date and permission is duly given. Exception: Eventing Competitions. For eventing competitions, requests for change of location must be received at least 240 calendar days prior to the first day of the competition.

GR308 National Championships

The Federation shall have the exclusive right to designate national championships in the disciplines for which the Federation is designated as the National Governing Body by the United States Olympic and Paralympic Committee and in the disciplines for which the Federation is designated as the National Federation by the Federation Equestre Internationale (Dressage, Driving, Endurance, Reining, Show Jumping, Three-Day Eventing, Para-Equestrian and Vaulting). The allocation of national championships in the foregoing disciplines, including issuance of date approvals, licensing of officials, approval of name and all copyright, trademark, trade name, television, video and other broadcast rights and all sponsorship matters shall be solely reserved to the CEO acting upon the advice and recommendation of the relevant Council. All persons or organizations, including affiliate organizations, organizing committees and/or competitions managements, wishing to receive Federation approval to hold a national championship in the foregoing divisions must apply to the Federation in writing on appropriate form(s) provided by the Federation and received by the Federation's office by the applicable deadline. The CEO shall be entitled to condition the Federation's designation and granting of approval for a national championship in any manner that they deem appropriate in their discretion.

GR501 Other Measurement Rules

For all measurements, references to the measurement form implies either the paper or electronic version of the form. The rules in Chapter 5 do not apply to measurement of entries in Hunter, Jumper, and Welsh Pony Divisions: refer to rules HJ126-138. For Combined Driving, see Appendix DC-A Measurement of Combined Driving Ponies. For Dressage, see DR135. For all other measurements, see GR502-518.

GR514 Results of Questioning or Protesting

1. The measurement card or valid measurement form of any pony that is required to transfer into another division or section must be surrendered to the competition steward or technical delegate who must forward it to the Federation office with their report.

GR1011 Special Judge

4. Application must be received ~~in~~ **by** the Federation office at least 21 days prior to the start of the competition. In cases where special applications are received prior to the competition, but less than 21 days prior, the competition must pay a processing fee. If management disputes that the application was not timely filed or that the above fine is not properly owing, it may request a procedural review of these issues before the CoChairs of the Hearing Committee or their designees, provided that the request is made in writing to the Federation within 30 days of management's receipt of the Federation's notice of fine, specifying the grounds for the procedural review. The Co-Chairs of the Hearing Committee or their designees may waive a part or all of the fee upon a finding of good cause why the application was not timely filed and/or a finding that extreme hardship results from the fee.

GR1015 Special Steward

4. Application must be received ~~in~~ **by** the Federation office at least 21 days prior to the competition. In cases where the special applications are received prior to the competition, but less than 21 days prior, the competition must pay a processing fee. If management disputes that the application was not timely filed or that the above fine is not properly owing, it may request a procedural review of these issues before the Co-Chairs of the Hearing Committee or their designees, provided that the request is made within 30 days of management's receipt of the Federation's notice of fine, specifying the grounds for the appeal. The Co-Chairs of the Hearing Committee or their designees 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 fee.

GR1024 Special Hunter Course Designer

4. Application must be received ~~in~~ **by** the Federation office at least 21 days prior to the start of the competition. In cases where special applications are received prior to the competition, but less than 21 days prior, the competition must pay a processing fee. If management disputes that the application 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 their designee, a special committee appointed by the President or the Hearing Committee will consider the appeal and may waive a part or all of the fee upon a finding of good cause why the application was not timely filed and/or a finding that extreme hardship

results from the fee.

GR1025 Special Jumper Course Designer

4. Application must be received ~~in~~ **by** the Federation office at least 21 days prior to the start of the competition. In cases where special applications are received prior to the competition, but less than 21 days prior, the competition must pay a processing fee. If management disputes that the application 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 their designee, a special committee appointed by the President or the Hearing Committee will consider the appeal and may waive a part or all of the fee upon a finding of good cause why the application was not timely filed and/or a finding that extreme hardship results from the fee.

GR1101 Horse Identification Number and Horse Identification Form

1. All horses competing in Federation licensed competitions must be properly identified. For all such competitions, entries for each horse must include a Federation-issued Unique Horse Identification Number. Additionally, a Federation Recognized Discipline Affiliate may require horses to be registered with their organization, and if so, the entry must also include that registration number.
2. The Federation will issue only one Unique Horse ID Number per horse. This Unique Horse ID number must subsequently remain with the horse in perpetuity, and shall not be changed for any reason, including upgrade from Unique Horse ID to a Recording, change of ownership, change of name, or death.
3. Prior to submitting an application for a new Unique Horse ID number, it is the owner's responsibility to verify the current ID status of a horse through a Horse Recording/ID search, (the assistance of Federation staff may be requested). Anyone who knowingly seeks to obtain an additional Unique Horse ID Number for a horse which has previously been issued one is subject to disciplinary action.
4. The Federation must be notified of any change of ownership and/or competition name of the horse.
5. Owners are requested to notify the Federation of corrections to previously submitted information, e.g., names, addresses, breed registration, pedigree, or markings.
6. A Unique Horse ID number can be upgraded to Federation recording. The Unique Horse ID Number will remain the same.
7. Applications for Unique Horse ID Numbers and/or recordings can be completed online at www.usef.org ~~using the Horse application form which can also be downloaded. The ID application form is also available on request from the Federation office, and from competition management.~~
8. Competition management is responsible for notifying exhibitors in their prize lists of the Unique Horse ID Number requirement, and availability of Horse ID Number application ~~forms~~ **on the Federation website.**
9. There will be no charge for Unique Horse ID Numbers that are issued via the internet to members of USEF or its affiliates for: 1) horses that are life recorded, registered or otherwise identified or listed with a USEF discipline affiliate, or 2) horses registered with a USEF breed affiliate. Horses not meeting the above criteria must have a completed USEF Horse application indicating on the application the request for a Horse ID before a number will be issued. This form can be completed on the internet, free of charge, at www.usef.org.

GR1102 Horse Recordings

1. Using each horse's Unique Horse ID number the Federation maintains the only official record of winnings for Federation awards, Federation ranking lists, Federation qualifying classes and Federation championships of horses at all Regular Competitions. To keep these records consistent, a horse should be recorded with the Federation in the same name of horse and owner under which it is exhibited at competitions. The Federation's horse recording records are not a title registry and the Federation does not decide, otherwise resolve, or become involved in ownership disputes.
2. Horses must be recorded in order to be eligible for National, Regional, or Zone Horse of the Year Awards (see GR1110), and to enter a USEF Show Jumping Ranking List class. (Exception: Horses entered in a USEF Show Jumping Ranking List class that are owned by a member of another National Federation and, have proof, in English, of current membership in good standing of their own National Federation, GR901.9, item 9.)

3. Horses must be recorded in order to be eligible to compete in USEF/USDF qualifying classes for dressage championships and will not be credited with qualifying for the Regional Finals for Dressage Championships until they are recorded in the name of the current owner or lessee of record and unless they are entered in qualifying classes under their official recorded names and ownership. The responsibility for such recording rests entirely with the exhibitor.
4. Horses competing in divisions restricted to a particular breed may be recorded with the Federation under any name but if registered in a Breed Registry, the registered name must also be given.
 - a. To maintain breeding identification, exhibitors may not shorten horses' names by dropping registered prefixes.
5. Horse recording applications are available ~~from the Federation office~~ or online at www.usef.org. The recording fee is discounted for the life of a horse if applied for from birth to December 31st of year foaled. A recording may also be activated on an annual basis, using each horse's Unique Horse ID number. Exception: Horses must be recorded for life to be eligible to receive FEI or National Passports. To qualify for the age discount, registration papers and/or other proof of age must be provided. The fees can be found on the horse recording application at www.usef.org.
6. Once a foal year has been submitted to the Federation office, the original date cannot be changed without a copy of the animal's breed registration papers or a signed statement from a veterinarian certifying the animal's age.
7. A horse's Federation Recording may be made retroactive to cover bad points earned at Federation Licensed Competitions (Exception: Dressage) so long as a complete horse recording is received by the Federation within ten days of the Federation sending notification of bad points earned to the owner.

GR1103 FEI Horse Passports

1. Horses must be life recorded with the Federation. To be listed in the passport, the owner(s) of the horse must be active member(s) of the Federation. The passport application and applicable fee must be submitted by the recorded owner (agent's signature is not acceptable) for a specific horse.
2. FEI passport applications can be found on the Federation website ~~or obtained from the Federation office~~. The horse's name on the passport must match its life recording with the Federation exactly.
3. Group-rate passports are available for Pairs and Teams of driving horses as follows:
 - a. For Pairs of two, three, or four horses and Teams of four, five, or six horses (all horses with the same owner), the first FEI Horse passport is issued for the current individual rate and each additional FEI Horse passport (up to six) is issued for 50% of the cost of the initial passport. To qualify for this group rate, the passport applications for all horses in the Pair or Team must be submitted (by the owner) simultaneously and clearly marked "Driving Pair / Horses" or "Driving Team / Horses."
 - b. If an existing Pair or Team has FEI Horse passports and a horse is replaced, the new horse will be issued an FEI Horse Passport at the current individual rate (see also GR1103.5 and .6).
4. Group-rate passports are available for Pairs and Teams of driving ponies as follows:
 - a. For Pairs of two, three, or four ponies and Teams of four, five, or six ponies (all ponies with the same owner), the first FEI Pony Passport is issued for the current individual rate and each additional FEI Pony Passport (up to six) is issued for 50% of the cost of the initial passport. To qualify for this group rate, the passport applications for all ponies in the Pair or Team must be submitted (by the owner) simultaneously and clearly marked "Driving Pair / Ponies" or "Driving Team / Ponies."
 - b. If an existing Pair or Team has FEI Pony Passports and a pony is replaced, the new pony will be issued an FEI Pony Passport at the current individual rate (see also GR1103.5 and .6).
5. In accordance with GR1105 and GR1107, any change of the horse's name, or ownership must be recorded with and the passport sent in to the Federation for processing.
6. Passports in need of change of ownership or nationality must be submitted to the Federation; applications and fee structure are available on the Federation website ~~or obtained from the Federation office~~. The horse must be recorded with the National Federation of the new owner.
7. All passports sent to the Federation for processing will be reviewed for compliance with current FEI regulations including those for Equine Influenza.
8. Passports must be revalidated every four years. Applications are available on the Federation website or obtained from the Federation office.
9. Duplicate passports may be issued for lost or filled passports. The ~~request~~ **application** for a duplicate passport must be signed by the owner of record, and in the case the passport is filled, the old passport must **be sent to the USEF office** ~~accompany the letter of request~~.

GR1105 Transfer of Ownership

1. Ownership of a Federation recorded horse may be transferred during the year without affecting the animal's points provided proper authorization and fee are received by the Federation office. Authorization for transfer of ownership of a horse holding a recording with the Federation may be submitted in the form of a signed Federation recording certificate or a proper bill of sale. Authorization must be signed by the previously recorded owner(s). If these documents are unavailable, a Federation transfer affidavit may be obtained from the Federation office which must be completed, signed, notarized and returned to the Federation office with proof of ownership. Transfer documents and payment must be submitted online via the new owner's MY USEF account or mailed to the Federation office. A horse will not be eligible to receive points under its new ownership until the conditions of GR1110 and GR1111 are met. The fees can be found on the horse transfer form at www.usef.org.

~~2. Authorization for transfer of ownership of a horse or pony that is or has been in possession of a Federation measurement card may be submitted in the form of a bill of sale signed by the previous owner or a copy of breed registration papers issued to the new owner. There is no fee to transfer ownership of a horse or pony possessing only a Federation measurement card.~~

3. Authorization for transfer of ownership within a family (as defined in GR123) may be submitted **online** in writing and signed by the previous owner(s) and the new owner(s). There is no fee to transfer a horse/pony within a family.

GR1107 Change of Name

1. The recorded name of a horse competing in divisions that do not require breed registration may be changed by submission of the recording certificate to the Federation office accompanied by the required fee. The recorded name of a horse can also be changed by submitting the Horse Name Change Request form which lists the fee and can be found at www.usef.org. Name changes may also be submitted online via the owner's MY USEF account.

GR1110 General

1. Points toward any Horse of the Year Award will not be credited until the applications and fees for the horse's recording, exhibitor's registration, transfer of ownership, name change or addition of owner(s) and owner's Senior Active, Junior Active or Life membership are received by the Federation offices. ***For these points to count with respect to any competition, the required materials and fees must be received by the Federation on or before the first licensed day of such competition.*** Furthermore, points toward any Horse of the Year Awards defined in GR1132, GR1133 or GR1134, will not be credited until the applications and fees for the horse's USHJA Horse Registration and the owner's USHJA Active or USHJA Life membership are received by the USHJA offices. Exception: Applications for Federation and USHJA Individual Membership and Horse Recordings submitted **online** at Licensed Competitions:

a. For Dressage Competitions:

~~1. Applications are considered effective on the date the application and dues are received by the Competition Secretary provided the application is signed and dated by the Competition Secretary on that same day.~~

~~2. Applications completed online at the competition are effective the date the application is submitted.~~

b. For all Competitions other than Dressage Competitions:

~~1. Applications are considered effective, for points and eligibility to compete only, on the start date of said Competition provided the application and dues are received by the Competition Secretary and the application is signed and dated by the Competition Secretary during the period of the Competition.~~

~~2. Applications completed online at the competition are effective, for points and eligibility to compete only, on the start date of the Competition.~~

~~2. For points to count with respect to any competition, the required materials and fees must be received by the Federation office (or by the Competition Secretary—see below) on or before the first licensed day of such competition. Furthermore, for points to count in Hunter/Jumper/Equitation divisions, applicable materials and fees must be received by the USHJA office on or before the first licensed day of such competition. Exception: Applications for Federation and/or USHJA Individual Membership and Horse Recordings submitted at Licensed Competitions:~~

~~1. For Dressage Competitions:~~

~~a. Applications are considered effective on the date the application and dues are received by the Competition Secretary provided the application is signed and dated by the Competition Secretary on that same day.~~

~~2. Applications completed online at the competition are effective the date the application is submitted.~~

~~b. For all Competitions other than Dressage Competitions:~~

~~1. Applications are considered effective, for points and eligibility to compete only, on the start date of said Competition provided the application and dues are received by the Competition Secretary and the application is signed and dated by the Competition Secretary during the period of the Competition.~~

~~2. Applications completed online at the competition are effective, for points and eligibility to compete only, on the start date of the Competition.~~

GR1132 Hunter and Equitation Divisions

1. Eligibility

a. Points toward any Horse of the Year Award for the Hunter Division will not be credited until the applications and fees for the horse's recording, exhibitor's registration, transfer of ownership, name change or addition of owner(s) and owner's Senior Active, Junior Active or Life membership are received **online** by the Federation offices.

Furthermore, points toward any Horse of the Year Awards for the Hunter Division will not be credited until the applications and fees for the horse's USHJA Horse Registration, transfer of ownership, name change, or addition of owner(s) and the owner's USHJA Active or USHJA Life membership are received by the USHJA offices. Exception: Applications for Federation and USHJA Individual Membership and **USHJA Horse Recordings Registrations** submitted at Licensed Competitions.

b. USHJA Zone points toward any Hunter/Jumping Seat Equitation Division Rider of the Year Awards will not be credited until the applications and fees for the horse's USHJA registration, and rider's USEF and USHJA's active membership are received by the Federation and USHJA offices. Exception: Applications for Federation and USHJA Individual Membership and USHJA Horse Registration submitted at Licensed Competitions.

GR1133 Pony Hunter Breeding and Hunter Breeding

1. Eligibility- Points toward any Horse of the Year Award will not be credited until the applications and fees for the horse's recording, exhibitor's registration, transfer of ownership, name change or addition of owner(s) and owner's Senior Active, Junior Active or Life membership are received **online** by the Federation offices. Furthermore, points toward any Horse of the Year Awards will not be credited until the applications and fees for the horse's USHJA Horse Registration, transfer of ownership, name change or addition of owners(s) and the owner's USHJA Active or USHJA Life membership are received by the USHJA offices. Exception: Applications for Federation and USHJA Individual Membership and Horse Recordings submitted at Licensed Competitions.

GR1134 Jumpers

1. Eligibility. Points toward any Horse of the Year Award will not be credited until the applications and fees for the horse's recording, exhibitor's registration, transfer of ownership, name change or addition of owner(s) and owner's Senior Active, Junior Active or Life membership are received by the Federation office. Furthermore, points toward any Horse of the Year Awards will not be credited until the applications and fees for the horse's USHJA Horse Registration, transfer of ownership, name change or addition of owner(s) and the owner's USHJA Active or USHJA Life membership are received by the USHJA offices. Exception: Applications for Federation and USHJA Individual Membership and Horse Recordings submitted at Licensed Competitions.

GR1207 Designated Competition Office Representative

3. The Designated Competition Office Representative will be responsible to collect, date, sign, and issue receipt for all the ~~paper~~ Medication Report Forms submitted. Additionally, all ~~paper~~ 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. ~~Paper Medication Report Forms may only be used when it is impossible to submit an online form.~~

GR1210 General

Apply annually to the Federation for dates for the competition.

1. Medal Classes.

- a. Competitions offering Hunter/Jumping 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 Licensed Competition held on consecutive days with the same management at the same location.
- d. Following the holding of the USEF Hunter Seat Medal, the USEF Adult Equitation Class and/or the USEF Pony Medal Class, Competition Management shall forward to the Federation a total amount representing the per entry fee in each class.
- e. Following the holding of Federation Saddle Seat Medal and Saddle Seat Adult Amateur Medal classes, Competition Management shall forward to the Federation a total amount representing the per entry fee in each class.
- f. Following the holding of USEF Western Equitation Junior Medal and Adult Amateur Medal Classes, Competition Management shall forward to the Federation a fee per rider in each class.

2. National competition grounds must have a level surface area for measurement (when there are divisions that require measurement) in accordance with GR507.

3. 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.

4. Competition management must place a minimum of one (1) sharps container per competition, regardless of whether stabling is provided.

- a. If stabling is provided, for every fifty (50) occupied stalls, one (1) sharps container must be provided for the disposal of needles and other disposable sharp instruments. These containers must be placed in visible, accessible, and convenient locations in barns housing competition horses.
- b. Sharps Containers: A sharps container is made of puncture-resistant plastic with leak-resistant sides and bottom. It has a tight fitting, puncture resistant lid, which does not allow sharps to come out of the container. Sharps containers must be properly labeled to warn of hazardous waste inside the container. Sharps containers must not be altered in any way from its manufactured form, such as removal of security measures or drilling of the plastic. Sharps containers must be protected from the elements as to not collect rainwater.
- c. It is competition management's responsibility to dispose of contents of sharps containers when the container is three-quarters (3/4) full, in accordance with community guidelines for proper disposal methods. Competition management may fine any individuals including trainers, owners, exhibitors, or their agents up to \$100.00 for improper disposal of needles or other sharp disposable instruments.
- d. If local law has more stringent requirements than the above, related to sharps containers or disposal, local law will prevail. Competitions that fail to place the required number of containers on the competition grounds or dispose of the contents properly will be considered in violation of the rules and may be subject to penalty as determined by the CEO or their designee and/or the Hearing Committee.

5. Competition Management is required to submit a Post Competition Report, along with the appropriate fees, to the Federation, ~~postmarked~~ or electronic date stamped within 10 calendar days after the close of the competition. Fees must be submitted by ~~cashier/company/personal~~ check, money order, credit card, or wire transfer; cash will not be accepted as proper payment. 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 and Horse Recording Applications.~~ A fine of \$100 will be imposed on any Competition Management which fails to submit any appropriate fees with the Post Competition Report ~~postmarked~~ or electronic date stamped 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 their designee 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.

GR1213 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 GR913).
2. If there is a closing date, the competition must acknowledge all entries made by that date.
3. Ensure 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, their 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 **online status declaration application** (see GR1307).

GR1302 Duties

1. Every exhibitor, rider, driver, handler, and trainer or their agent(s) must sign an entry blank (see GR404 and GR908.2). In the case of a rider, driver, or handler under 18, their parent or guardian, or if not available, the trainer, must sign an entry blank on the minor's behalf.
2. Every exhibitor, rider, driver, handler, and trainer or their agents must provide on the competition entry blank, all information required under Federation rules. Exhibitors are responsible for their own errors and those of their agents in the preparation of entry blanks.
 - a. The following credentials must be made available to Competition Management. Competitions may, at their discretion, confirm any of the below electronically with the Federation Office:
 1. Original or copies of Federation membership cards., ~~Exemption: Applications completed at the competition. The member will retain the pink copy of the membership application form which, when properly signed by Competition Secretary, is valid for 45 days from the date signed or until the membership card is received from the Federation.~~
 2. Copies of Federation Measurement cards;
 3. Federation Amateur Certification;
 4. Federation horse recordings for USEF/USDF qualifying classes for dressage championships and USEF/USDF Dressage Championships (see DR127.2).
 5. Registration papers showing proof of ownership or a copy of the registration papers with a Certificate of Eligibility to Show issued by the American Saddlebred Registry for horses entered in classes restricted to American Saddlebreds must be submitted either with entry form at the time of making entry or submitted to the show office before show numbers will be released. If a copy is sent with the entry form, the copy of registration papers will be returned when exhibitors pick up their numbers, if requested by the exhibitor. Original or copies of United States Hunter Jumper Association, Inc., membership card, if applicable.
 - b. Exhibitors are urged to submit photostatic copy of all required credentials with their entry blanks. (Exception: measurement cards, see Rules GR502.1 and HJ135).
 - c. If an exhibitor does not submit the proper membership documentation to the competition and the competition cannot verify such information, (with the exception of Federation measurement cards) the exhibitor will be responsible to pay a Show Pass fee which is non-refundable.

GR1307 Amateur Status

1. Only Senior Active Members of the Federation may obtain amateur status. Every person who has reached their 18th birthday and competes in classes for amateurs under Federation rules must possess current amateur status issued by the Federation. Amateur status will be issued only ~~on receipt of the application properly signed, or~~ on receipt of an online status declaration, and is revocable at any time for cause. Any person who has not reached their 18th birthday is an amateur and does not require amateur status. Exceptions:
 - a. Amateur status is not required for Arabian ATR/AATR Walk-Trot/Walk-Jog 11 and Over classes or Opportunity

classes or Lite Competitions except for the Dressage classes and divisions that are restricted to amateurs. If Opportunity classes are offered at Dressage Competitions or Regular/Local Competitions with "Open" Dressage classes and are restricted to amateurs, riders are required to have amateur status with the Federation.

b. Equestrian Canada members in possession of current EC membership may sign for Federation Amateur status on a show by show basis at no cost.

2. Foreign riders requesting Federation Amateur status, must be a Senior, or Life Competing Member of the Federation.

3. There is no fee for amateur status. An amateur continues to be such until they have received a change in status from the Federation. Any amateur who wishes to be re-classified on the grounds that they have engaged in or is planning on engaging in activities which would prevent them from continuing to remain an amateur must notify the Federation in writing.

4. Any professional who wishes to be reclassified as an amateur on the grounds that they have not engaged in the activities which made them a professional within the last twelve months must complete the reclassification process outlined below.

a. Such person shall submit to the Hearing Committee an amateur reclassification request which is supported by:

i. A notarized letter signed by themselves briefly outlining their previous horse related professional activities and outlining their current activities performed within the twelve months since professional activities have ceased;

ii. Two or more notarized letters from any Active Competing Federation members stating the relationship with the applicant, outlining the applicants activities for the previous twelve-month period, and testifying that the applicant has not engaged in any activities which would make them a professional as outlined in GR1306 during that period;

iii. A processing fee; and

iv. Sign and declare amateur status on a current **online** Federation membership application or through an online status declaration. The burden of proof of proving amateur status is on the applicant. The Hearing Committee may call for and/or consider any and all further evidence and facts which it deems pertinent. The decision of the Hearing Committee on the reclassification request shall be final.

v. EXCEPTION: Any amateur 25 and under, who has engaged in professional activities (as defined herein) may reapply for their amateur status utilizing a 3-month waiting period. The 3 month option is only available for a one-time use. Any subsequent application for amateur status would require a twelve-month waiting period.

Please contact the Federation office for information regarding international/professional licenses.

GR1308 Membership and Document Requirements

1. To be eligible to participate as a rider, driver, owner, handler, vaulter, longeur, lessee or agent at Federation Licensed Competitions, persons must be Members of the Federation as provided in GR202 or if not a member, must pay a Show Pass fee as provided in GR206 (for exceptions see GR901.9). Exception: Applications for Federation Individual Membership and Horse Recordings submitted **online** at Licensed Competitions:

a. For Dressage Competitions:

~~1. Applications are considered effective on the date the application and dues are received by the Competition Secretary provided the application is signed and dated by the Competition Secretary on that same day.~~

2. Applications completed online at the competition are effective the date the application is submitted.

b. For all Competitions other than Dressage Competitions:

~~1. Applications are considered effective, for points and eligibility to compete only, on the start date of said Competition provided the application and dues are received by the Competition Secretary and the application is signed and dated by the Competition Secretary during the period of the Competition.~~

2. Applications completed online at the competition are effective, for points and eligibility to compete only, on the start date of the Competition.

c. Lessees are considered owners in connection with this membership requirement. When an entry is under multiple ownership, only one owner need be a Member or pay a Show Pass fee.

~~2. Memberships completed at the competition must be forwarded to the Federation office within ten (10) days of the close of the competition as part of the full competition results, which are defined in GR1214. The member's copy of the application is valid for 45 days or until the membership card is received from the Federation.~~

a. The following credentials must be available to Competition Management and the Federation steward/technical delegate. Competitions may, at their discretion, confirm any of the below electronically with the Federation office:

1. Amateur Status.
2. Copies of Junior Hunter and pony measurement cards.
3. Federation membership cards or a copy thereof. ~~Exception: Applications completed at the competition. The member will retain the pink copy of the membership application form which, when properly signed by the Competition Secretary, is valid for 45 days from the date signed.~~
4. Federation horse recordings for USEF/USDF qualifying classes for dressage championships (see DR127.2), and USEF/USDF Dressage Championships (see DR127.2).

AR110 Abbreviations of Class Specifications/Junior Exhibitor/Amateur Requirements/Ages

7. Adult Amateur Exhibitor Classes – Age

b. Every adult amateur contestant that has reached their 19th birthday as of December 1 of the previous calendar year must hold amateur status.

1. Every person who has reached their 19th birthday and competes in classes for amateurs under Federation rules must possess current amateur certification issued by the Federation. This certification must be available for inspection or the competitor must have lodged with the competition secretary, at least one hour prior to such class. An application form for such certification may be obtained **online** from the Federation. Certification will be issued only on receipt of the application properly signed and is revocable at any time for cause.

DR127 USEF/USDF Qualifying and Championship Classes and USEF/USDF National Championships for Dressage

1. The Federation recognizes special competitions for Dressage Championships. Competitions licensed by the Federation in the Competition category of “Dressage Competition” and who wish to hold qualifying classes for one or more of these Championships should request information from the International Disciplines Department at the Federation or from USDF. Dressage Competitions offering these classes shall make a complete report to the Federation and to USDF in order that membership and horse recordings can be checked. Complete results must be submitted to the Federation and USDF in compliance with GR1214, including names, addresses, individual membership numbers and horse recording numbers of all class entries and the number of all ribbon winners.

2. Unless specified otherwise in published selection procedures, all qualifying competitions for USEF/USDF Championships are open only to horses that have been recorded with the Federation, ridden by Junior Active, Senior Active, or Life Members. Annual or lifetime Horse Recording is required and horses with only HID numbers are not eligible. Horse owners must also be Junior Active, Senior Active or Life Members. If the horse has more than one owner, at least one owner must have both active Federation Junior Active, Senior Active or Life membership and active USDF Participating or Business Membership. For a business or farm to be the valid owner under this requirement, it must be listed as an owner of the horse with both the Federation and USDF. Responsibility to record their horse(s) with and become members of the Federation rests entirely with the competitors. Qualifications will not count until the applications and fees for the horse’s recording and rider’s and owner’s Junior Active, Senior Active, or Life Membership are received by the Federation, unless submitted according to the provisions of GR203.1 and GR1309.1. Horses must be entered in qualifying and championship classes under their official recorded names and ownership as specified in GR1102.3, and transfers of ownership or lease registrations must be completed in compliance with GR1105 and GR1108 prior to the competition in order for the horse to compete under the name of the new owner or lessee. It is further provided that for qualifications to count with respect to any competition, such materials and fees must be received by the Federation office on or before the first recognized day of such competition, unless submitted according to the provisions of GR201.7 and GR1309.1. Qualifications are not retroactive. Competition secretaries of Federation Dressage Competitions are responsible to the Federation to ensure that horses in qualifying and championship classes are recorded in compliance with GR1102 and riders and owners are current members of the Federation and meet other requirements as set forth in the description of the Championship Classes, including that USDF membership and horse registration requirements are current. Copies of documents submitted by competitors to verify ~~Federation and~~ USDF membership and horse recording must be available in the competition office. Information on USDF membership and horse registration requirements is available through the USDF office. Affidavits will not be accepted for Federation or USDF membership or horse recording verification purposes for entry in Championship classes.

EQ111 Requirements for Specific Classes

5. USEF ADULT EQUITATION CLASS. Open to Amateur Senior Members of the Federation and USHJA. Application for

membership and amateur certification can be made ~~online directly to the Federation, or the exhibitor can join prior to the class through the Federation Steward.~~ Only one rider per horse. To be shown over a course of not less than eight obstacles at 3'3". The course must include one combination which includes an oxer and two changes of direction after the first obstacle. Two or more tests of the top four competitors are required (See EQ113 for approved tests). To fill a class three competitors must complete the course. The winner will receive an embossed certificate from the Federation. Points will count as follows toward the annual USEF High Point Adult Equitation Rider Award. Classes where six (6) or more entries complete the course: 7, 5, 4, 3, 2, 1. Classes where three (3) to five (5) entries complete the course: 3, 2, 1. If there are 50 or more entries at the beginning of this class, it must be divided by every other number and run as two separate classes.

EQ119 Requirements for Specific Classes

12. USEF SADDLE SEAT MEDAL CLASS (17 & Under and Adult/Amateur).

a. Conditions Governing Competitors in USEF Saddle Seat Medal Classes

1. USEF Medal Classes are open to Individual Junior Members in good standing who have not reached their 18th birthday in accordance with GR128. Exception: Saddle Seat Adult Amateur classes are open to amateur riders 18 years of age or older. Affiliated Members are not eligible. No credit will be given for winnings before a competitor becomes a member.
2. Application for membership can be made directly to the Federation, or the exhibitor can join prior to the class through the steward.
3. In Saddle Seat only the first place winner is eliminated from further qualifying classes during that year. In Saddle Seat Adult Amateur Medal classes a win does not eliminate a rider from further competition for the remainder of the year.
4. The winner of a Medal Class Final is no longer eligible to compete in Medal classes in the division in which the Final was won. (Exception: Winners of the Saddle Seat Adult Amateur Medal Final will be eliminated from further competition in Saddle Seat Adult Amateur Medal classes after two (2) consecutive or non-consecutive wins of the Final).

HJ127 General

1. Horses or ponies competing in any division, section, or class where height is a requirement must be measured. Measurements will be conducted in accordance with Subchapter HJ-7 Measurement.
2. Competition Management is required to check measurement cards for horses or ponies showing in divisions, sections, or classes where height is a requirement. Management shall not provide a back number to an animal entered in such sections unless the exhibitor or their agent is in possession of:
 - a. the original or a copy of a measurement card issued by the Federation.
 - b. a copy of a valid measurement form.
3. It is the responsibility of each owner to possess a valid measurement card for horses and ponies showing in divisions, sections, or classes where height is a requirement.
4. Failure to comply with this rule by the owner, trainer or competition may result in disciplinary action.
5. Competition management may, at its discretion, confirm any of the foregoing information electronically with the Federation office.
6. All horses and ponies that are presented for measurement of any kind are subject to drug testing.
7. Measurements must be performed by a steward certified to measure and the official competition veterinarian. The official competition veterinarian must confirm the age of the horse or pony and that it was jogged and is serviceably sound. Upon the official competition veterinarian's verification of soundness, the steward's measurement is final. The steward shall sign the measurement form. A steward may not measure a horse or pony that is owned by a member of their family or by any of theirs or their family member's clients. (See GR1041.4)
 - a. ~~Written or e~~Electronic reports of every measurement or attempt to measure must be ~~sent~~ **submitted** to the Federation office together with the Steward's Report, or the steward may be subject to penalties per Chapter GR7.
 - b. The steward shall be either a steward officiating at the competition or a steward authorized in writing to conduct the measurement by the Federation CEO or their designee. The steward must be certified to measure. If the official competition veterinarian is not present at the competition, or not available when on call (see GR1211.5) the measurement may be conducted by a steward and a judge officiating at the competition, or another steward officiating at the competition; however, the measurement will be for the purposes of that competition only and no measurement card will be issued. Measurement forms will be ~~sent~~ **submitted** to the Federation, but will not be given to the owner.

(Exception: Exhibitors will not be penalized by having points withheld for measurement forms that are incorrectly filled out by USEF stewards and/or competition management and/or competition veterinarians.

8. Stewards who perform measurements and other competition officials present who measure horses or ponies at a competition are responsible for their true measurement and must use the Federation approved measurement stick (See HJ130). The names of the measuring stewards will be ~~printed~~ **displayed** on the measurement card and they and other measuring officials may be subject to penalties per Chapter GR7 if it is subsequently determined that a measurement is incorrect.

9. Measurements are solely for the internal use of the Federation, its Licensed Competitions and its licensed officials in connection with competing for prizes, and do not constitute any representation or warranty regarding measurement information; accordingly, the Federation, its Licensed Competitions and its licensed officials make no representation and shall have no liability whatsoever for measurement errors.

10. Measurements must take place at a Licensed Competition in which the horse or pony is entered to compete. Once the pony or horse has been measured the measurement is effective whether or not the pony or horse does in fact compete; whether or not the pony or horse competes, it is also subject to drug testing.

11. Measurement forms received by the Federation that have inconsistencies or errors may be denied a measurement card at the discretion of the Federation. If the horse or pony is denied a measurement card, the Federation will notify the owner of the horse or pony and the horse or pony must be measured before they are eligible to show.

HJ129 Membership Requirements and Fees

Before any animal is measured the person presenting the animal must have in their possession the owner's Federation and USHJA membership number, ~~a signed statement signifying that membership has been applied for or proof of Equine Canada membership.~~

HJ130 Completing the Measurement Form

1. The measurement form must be filled out completely ~~in triplicate~~ before measurement takes place. Measurement cards will not be issued if the form is not completely filled out and legible. Exhibitors are cautioned to make sure their measurement forms are filled out accurately and completely.

a. It must include the name and date of the competition, the height of the animal, name, color and markings or absence thereof, sex, year foaled which must be verified by the official competition veterinarian at time of measurement.

b. It must include the name and email address of the owner and their Federation membership number, ~~if applicable,~~ must be given.

c. The trainer who signs the entry blank at the competition must furnish the above information immediately before the pony is measured, this individual is certifying that all information is complete and correct and that they are 18 years or older. The form must be signed by the measurement official appointed to measure.

d. Disciplinary action pursuant to the Bylaws and GR7 may result for noncompliance with this Rule. If a horse or pony is presented for measurement by a person under the age of 18 and the measurement is submitted to the Federation office, the measurement will be invalid. The official completing the form must designate on the form that the owner is a current member or that the membership has been applied for (See HJ128) and that the horse or pony is entered in a class at that competition. ~~The white~~ **A copy is given provided** to the owner or trainer and a copy, ~~is returned~~ **submitted** to the Federation office.

e. No changes can be made to such information once the form is signed. Any alterations, scratch outs, or rewrites to any part of the height must be clearly indicated and initialed by the measuring official.

2. Before an animal is measured for a measurement card, the animal must be jogged for soundness on a firm, level surface with the official competition veterinarian in attendance, and show no evidence of lameness. If found to be lame by the official competition veterinarian, said animal cannot show at that competition and no measurement may be conducted. If an animal whose height has been protested is found to be lame by the official competition veterinarian, the measurement card will be held by the Federation and the owners must request an appeal measurement in order to reinstate the card.

3. Federation officials will not perform "courtesy", "trial", or repeat measurements. Once a pony or horse is presented for measurement, the owner/agent must accept the resulting measurement.

4. The owner will receive a copy which, when properly signed by the steward who made the measurement, is valid for 45 days from the time the animal is measured, regardless of age.

5. Once a foal year has been submitted to the Federation office, the original date cannot be changed without a copy of the animal's breed registration papers or a signed statement from a veterinarian certifying the animal's age.

JP100 Eligibility

1. In order to compete in any Jumper classes at licensed competitions as an exhibitor, rider, trainer, or their agent(s), a person must be an Active member of the United States Hunter Jumper Association, Inc., or pay a Show Pass fee to the United States Hunter Jumper Association, Inc. Exception: Local Competitions, competitions restricted to a particular breed, and exceptions listed in GR901.9.

2. USHJA Horse Registrations

a. All horses competing in Federation licensed and/or USHJA sanctioned competitions with Hunter, Hunter Breeding, Jumper and Hunter/Jumping Seat Equitation classes (except those activities enumerated in GR901.9, items 1-9) not restricted by breed must be properly identified in accordance with GR1101, and must also be registered with USHJA (see GR1101.1). The USEF/USHJA registration number for each horse must be entered on all entry forms for licensed competitions. Effective 5/1/23

b. Applications for USHJA Registration can be completed online at www.ushja.org or www.usef.org using the USEF Horse Registration application form. ~~This form is also available from the USHJA or Federation office, or as a download from the USHJA or Federation website or from competition management.~~ Competition management is responsible for notifying exhibitors of this requirement in their prize list.